

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING AGENDA
Regular Meeting - June 28, 2021 at 7:30 p.m.
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, 2021.

- a. Notice was sent to two newspapers designated by the Board: Express Times and Hunterdon Review.
- b. Notice was posted on the District Website, the main bulletin board in the Administration Offices and in each Clinton Township School.
- c. Notice was sent to the municipal clerk of Clinton Township.

PUBLIC COMMENT PROCESS:

During the public comment portions of the meeting, any member of the public wishing to comment may press the “raise hand” icon on Zoom video. This can be found by clicking the Participants button at the bottom of the Zoom window, then the Blue Hand at the bottom of the Participant window. If anyone has called into the meeting by phone, the last 4 digits of their phone number will be stated, and they will have the opportunity to unmute themselves to address the board. Until recognized, the members of the public will be kept muted.

ROLL CALL:

Board Member	Present	Absent	Time of arrival after meeting called to order:
Dr. Laura Brasher			
Ms. Stacie-Ann Creighton			
Ms. Catherine Mary Emery			
Dr. Alison Grantham			
Mr. Scott Hornick			
Ms. Jennifer Kaltenbach			
Ms. Alyssa Oliver			
Dr. Catherine Riihimaki			
Ms. Lana Brennan			

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

PROCESS GUARDIAN: _____ was appointed Process Guardian.

BOARD PRESIDENT’S COMMENTS/REPORT:

SUPERINTENDENT’S REPORT:

- Acknowledgements
 - Mrs. Brennan Certified Board Member
- Current Status of the District
- End of Year Activities
- Opening 2021-2022
- American Rescue Plan
- Academic
- Retirements
- HIB - Annual
- Affirmative Action - Annual

Action Item 21-SU-030

BE IT RESOLVED, that the Board of Education accepts the May and June 2020 enrollment and suspension reports presented by Superintendent of Schools, Dr. Johanna Ruberto.

Building	Enrollment As of 5/31/2021	May 2021 Suspensions
SRS	46	0
PMG	325	0
RVS	381	0
CTMS	455	3
District Total	1,207	3

Building	Enrollment As of 6/18/2021	June 2021 Suspensions
SRS	46	0
PMG	323	0
RVS	382	0
CTMS	455	3
District Total	1,206	3

Action Item 21-SU-031

BE IT RESOLVED, that the Board of Education hereby affirms the first reading of the Superintendent of Schools, Dr. Johanna Ruberto’s, recommendation 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:

Building	Number of Alleged Incidents	Number of Verified Incidents	HIB Tracking Number
SRS	0	0	N/A
PMG	0	0	N/A
RVS	0	0	N/A
CTMS	2	0	221444 221878

Board of Education Roll Call Vote on Action Items 21-SU-030 through 21-SU-031

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
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.

PRESENTATION:

Goals and Board Evaluation
New Jersey School Boards Representative, Gwen Thornton

BOARD ACTION:

- 21-BA-064 APPROVE MEETING MINUTES FOR THE MONTH OF MAY 2021**
- 21-BA-065 APPOINTMENT OF GENERAL AND BOARD GOVERNANCE LEGAL SERVICE FOR THE 2021/2022 FISCAL YEAR**
- 21-BA-066 APPOINTMENT OF GENERAL AND SPECIAL EDUCATION LEGAL SERVICES FOR THE 2021/2022 FISCAL YEAR**

- 21-BA-067 APPOINTMENT OF LABOR RELATIONS, COLLECTIVE BARGAINING, TENURE, LABOR EMPLOYMENT LEGAL SERVICES FOR THE 2021/2022 FISCAL YEAR**
- 21-BA-068 APPOINTMENT OF PUBLIC CONTRACTING, CONSTRUCTION AND FACILITIES SERVICES LEGAL SERVICES FOR THE 2021/2022 FISCAL YEAR**
- 21-BA-069 APPROVAL OF ARCHITECTURAL SERVICES FOR THE RENOVATION OF SCIENCE ROOMS AT RVS**
- 21-BA-070 APPROVAL OF ARCHITECTURAL SERVICES FOR WINDOW REPLACEMENTS AT PMG**
- 21-BA-071 APPROVAL OF ARCHITECTURAL SERVICES FOR HVAC SERVICES AT PMG**
- 21-BA-072 APPROVAL OF ARCHITECTURAL SERVICES FOR HVAC SERVICES AT RVS**

Action Item 21-BA-064

APPROVE MEETING MINUTES FOR THE MONTH OF MAY 2021

Motion to approve the following list of board meeting minutes:

- May 10, 2021 - Regular Meeting
- May 10, 2021 - Executive Session Meeting

Action Item 21-BA-065

APPOINTMENT OF GENERAL AND BOARD GOVERNANCE LEGAL SERVICE FOR THE 2021/2022 FISCAL YEAR

BE IT RESOLVED, that the Clinton Township Board of Education appoints Porzio, Bromberg & Newman at \$210 an hour and Schenck, Price, Smith, & King at \$175 an hour as the Board's General and Board Governance attorney.

Action Item 21-BA-066

APPOINTMENT OF GENERAL AND SPECIAL EDUCATION LEGAL SERVICES FOR THE 2021/2022 FISCAL YEAR

BE IT RESOLVED, that the Clinton Township Board of Education appoints the Machado Law Group at \$170 an hour as the Board's General and Special Education attorney.

Action Item 21-BA-067

APPOINTMENT OF LABOR RELATIONS, COLLECTIVE BARGAINING, TENURE, LABOR EMPLOYMENT LEGAL SERVICES FOR THE 2021/2022 FISCAL YEAR

BE IT RESOLVED, that the Clinton Township Board of Education appoints Sciarrillo, Cornell, Merlino, McKeever & Osborne at \$170 an hour as the Board's Labor Relations, Collective Bargaining, Tenure, Labor Employment attorney.

Action Item 21-BA-068

APPOINTMENT OF PUBLIC CONTRACTING, CONSTRUCTION AND FACILITIES SERVICES LEGAL SERVICES FOR THE 2021/2022 FISCAL YEAR

BE IT RESOLVED, that the Clinton Township Board of Education appoints Schenck, Price, Smith, & King at \$175 an hour as the Board’s Public Contracting, Construction and Facilities attorney.

Action Item 21-BA-069

APPROVAL OF ARCHITECTURAL SERVICES FOR THE RENOVATION OF SCIENCE ROOMS AT RVS

BE IT RESOLVED, that the Clinton Township Board of Education appoints Design Resources Group Architects for the architectural services relating to the renovations of the science rooms at RVS at 10% of the project cost estimated at \$75,000 and 1.10% for out-of-pocket costs for total estimated cost of \$9,600.

Action Item 21-BA-070

APPROVAL OF ARCHITECTURAL SERVICES FOR WINDOW REPLACEMENTS AT PMG

BE IT RESOLVED, that the Clinton Township Board of Education appoints Design Resources Group Architects for the architectural services relating to the window replacements at PMG for 8% of the project cost estimated at \$280,000 and 1.10% for out-of-pocket costs for total estimated cost of \$23,300.

Action Item 21-BA-071

APPROVAL OF ARCHITECTURAL SERVICES FOR HVAC SERVICES AT PMG

BE IT RESOLVED, that the Clinton Township Board of Education appoints Parette, Somjen Architects for the architectural services relating to the HVAC upgrades at PMG at a flat fee of \$24,000 for the project cost estimated at \$400,000 and out-of-pocket costs for total estimated cost of \$25,200.

Action Item 21-BA-072

APPROVAL OF ARCHITECTURAL SERVICES FOR HVAC SERVICES AT RVS

BE IT RESOLVED, that the Clinton Township Board of Education appoints Parette, Somjen Architects for the architectural services relating to the HVAC upgrades at RVS at a flat fee of \$34,700 for the project cost estimated at \$400,000 and out-of-pocket costs for total estimated cost of \$36,500.

Board of Education Roll Call Vote on Action Item 21-BA-064 through 21-BA-072

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
Motion									
Aye									
Nay									
Abstain									
Absent									

FACILITIES/FINANCE:**Dr. Grantham - Chair; Dr. Brasher, Ms. Brennan**

- 21-FF-066 APPROVAL OF BILL LISTS**
- 21-FF-067 ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS**
- 21-FF-068 APPROVAL OF TRANSFERS**
- 21-FF-069 RESOLUTION AUTHORIZING AWARDDING CONTRACT TO DELTA-T GROUP FOR SUBSTITUTE SERVICES**
- 21-FF-070 APPROVAL FOR THE REMOVAL OF STALE CHECKS AND DEPOSITS**
- 21-FF-071 APPROVAL OF FY2021 CAPITAL RESERVES**
- 21-FF-072 APPROVAL OF FY2021 MAINTENANCE RESERVES**
- 21-FF-073 APPROVAL OF VENDORS FOR ANTICIPATED CONTRACTS IN 2021/2022**
- 21-FF-074 RESCIND PRIOR ACTION ITEM 21-FF-065**
- 21-FF-075 APPROVAL OF DISTRICT SECURITY CAMERA UPGRADE**
- 21-FF-076 APPROVAL TO CLEAR INACTIVE LUNCH ACCOUNT BALANCES**
- 21-FF-077 APPROVAL OF 2021-2022 FACILITY USE FEE SCHEDULE**
- 21-FF-078 APPROVAL FOR PAYMENT OF CLAIMS USING EFT TECHNOLOGIES**
- 21-FF-079 APPROVAL TO SUBMIT APPLICATION FOR CHANGE OF USE OF EDUCATIONAL SPACE FOR THE 2021-2022 SCHOOL YEAR**
- 21-FF-080 APPROVAL OF REVISED 2021-2022 MUNICIPAL TAX LEVY PAYMENT SCHEDULE**
- 21-FF-081 APPROVAL OF APPROVAL OF PROGRAM RELOCATION FOR 2021/2022**

Action Item 21-FF-066**APPROVAL OF BILL LISTS**

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills dating May 11, 2021 through June 28, 2021 is being presented to the board with the recommendation that it be ratified and paid,

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2.

NOW, THEREFORE BE IT RESOLVED, that the Clinton Township Board of Education approves the list of bills for payment in the grand sum of \$4,026,501.03; and

BE IT FURTHER RESOLVED, the list of bills are on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Clinton Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy #6470 – Payment of Claims.

General Account	\$3,930,995.80
Food Service Account	\$95,505.23
TOTAL	\$4,026,501.03

Action Item 21-FF-067

ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Clinton Township Board of Education to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District's financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the Clinton Township Board of Education receive and accept the monthly financial statement, the Board Secretary's and Treasurer's Reports; and

WHEREAS, the Board Secretary's and Treasurer's Reports for the month ending April 30, 2021 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the Clinton Township Board of Education acknowledges receipt of and accepts the Board Secretary's and Treasurer's Reports for the month ending April 30, 2021; and

BE IT FURTHER RESOLVED, that the Board Secretary and Clinton Township Board of Education certify that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District's financial obligation.

Action Item 21-FF-068

APPROVAL OF TRANSFERS

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, Board Policy #6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers in the reports “Transfers Before/After” for the month were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, that Clinton Township Board of Education ratifies and approves the transfers in the reports “Transfers Before/After” for fiscal year 2020-2021 through April 30, 2021, approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations, as requested by various district administrators.

Action Item 21-FF-069

**RESOLUTION AUTHORIZING AWARDING CONTRACT TO DELTA-T GROUP FOR
SUBSTITUTE SERVICES**

WHEREAS, the Clinton Township School District has a need for substitutes and evaluation services for staff that are absent or positions that are vacant and for services relating to special education, respectively; and

WHEREAS, the Clinton Township School District wishes to contract with Delta-T Group for such services utilizing the Educational Services Commission of New Jersey state approved Cooperative Pricing System #65MCESCCPS, substitute and evaluation services bids #ESCNJ 20/21-20 and #ESCNJ 20/21-30; and

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Clinton Township Board of Education, County of Hunterdon, State of New Jersey, that it hereby awards the contract for the school year 2021/2022 to Delta-T Group through the Educational Services Commission of New Jersey Cooperative Pricing System #65MCESCCPS consistent with the awarding of bid numbers #ESCNJ 20/21-20 and #ESCNJ 20/21-30 for providing substitute and evaluation services to the school district in an amount not to exceed \$140,000.

BE IT FURTHER RESOLVED, that, this resolution shall take effect immediately, and the Clinton Township Board of Education authorizes the Superintendent, Board President and School Business Administrator/Board Secretary to sign any documents on behalf of the Clinton Township Board of Education with regard to exercising the intent of this resolution.

Action Item 21-FF-070

APPROVAL FOR THE REMOVAL OF STALE CHECKS AND DEPOSITS

WHEREAS, the Clinton Township Board of Education has the authority to remove stale dated checks and deposits from the district’s bank reconciliation outstanding transaction list though a board resolution; and

WHEREAS, the Treasurer of Schools have identified multiple transactions that continue to be listed outstanding on several of the bank account reconciliations from various district checking accounts; and

WHEREAS, administration has determined that the following checks and deposits from the following accounts should be removed from the outstanding transactions list:

Bank Account	Check #	Amount	Date
General Account	11619	\$106.22	January 22, 2018
General Account	11731	5.27	February 26, 2018
General Account	12381	78.93	June 30, 2018
General Account	13183	20.09	January 29, 2019
General Account	13304	300.00	February 25, 2019
General Account	13647	200.96	April 29, 2019
General Account	13861	100.00	June 17, 2019
General Account	14077	366.80	August 29, 2019
General Account	14214	250.00	September 30, 2019
General Account	14590	14.26	December 16, 2019
General Account	15363	167.00	June 30, 2020
General Account	15508	9.52	August 24, 2020
SRS Student Activities	Deposit	15.00	October 15, 2019
SRS Student Activities	Deposit	39.00	October 16, 2019
SRS Student Activities	Deposit	30.00	October 17, 2019
SRS Student Activities	Deposit	6.00	October 21, 2019
SRS Student Activities	Deposit	6.00	October 22, 2019
SRS Student Activities	Deposit	3.00	October 23, 2019
SRS Student Activities	Deposit	76.80	January 8, 2020
PMG Student Activities	1302	12.57	September 26, 2017
RVS Student Activities	1033	17.00	August 17, 2011
RVS Student Activities	1087	32.00	November 4, 2011
RVS Student Activities	1095	32.00	November 14, 2011
RVS Student Activities	1096	32.00	November 14, 2011
RVS Student Activities	1168	14.44	November 16, 2012

RVS Student Activities	1344	100.00	February 3, 2016
RVS Student Activities	1365	70.76	May 26, 2016
RVS Student Activities	1435	2249.06	June 14, 2017
RVS Student Activities	1647	31.97	June 20, 2018
RVS Student Activities	1715	15.00	July 27, 2020
RVS Student Activities	1726	15.00	July 27, 2020
RVS Student Activities	3211	1.97	June 30, 2011
CTMS Student Activities	2993	95.00	September 19, 2019
CTMS Student Activities	3134	5.00	July 6, 2020
CTMS Student Activities	3139	5.00	July 7, 2020
CTMS Student Activities	3185	19.00	August 11, 2020
CTMS Student Activities	3200	19.00	August 11, 2020
CTMS Student Activities	3201	19.00	August 11, 2020
CTMS Student Activities	3203	19.00	August 11, 2020

NOW, THEREFORE BE IT RESOLVED, that these transactions listed above be removed immediately from the outstanding transaction lists from the district's checking accounts.

Action Item 21-FF-071

APPROVAL OF FY2021 CAPITAL RESERVES

WHEREAS, N.J.S.A. 18A: 21-2 and N.J.S.A. 18A: 7G-13 permit a Board of Education to establish and deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Clinton Township Board of Education will deposit anticipated 2020-2021 unexpended funds into the Capital Reserve Account at year end; and

WHEREAS, the Clinton Township Board of Education has determined that an amount not to exceed \$2,000,000 is available for such purpose of transfer; and

NOW, THEREFORE BE IT RESOLVED, that the Clinton Township Board of Education hereby authorizes the district's School Business Administrator to make this transfer in an amount not to exceed \$2,000,000 consistent with all applicable laws and regulations.

Action Item 21-FF-072

APPROVAL OF FY2021 MAINTENANCE RESERVES

WHEREAS, N.J.S.A. 18A: 21-2 and N.J.S.A. 18A: 7G-13 permit a Board of Education to establish and deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Clinton Township Board of Education will deposit anticipated 2020-2021 unexpended funds into the Maintenance Reserve Account at year end; and

WHEREAS, the Clinton Township Board of Education has determined that an amount not to exceed \$1,000,000 is available for such purpose of transfer; and

NOW, THEREFORE BE IT RESOLVED, that the Clinton Township Board of Education hereby authorizes the district's School Business Administrator to make this transfer in an amount not to exceed \$1,000,000 consistent with all applicable laws and regulations.

Action Item 21-FF-073

APPROVAL OF VENDORS FOR ANTICIPATED CONTRACTS IN 2021/2022

BE IT RESOLVED, the Clinton Township Board of Education is presented below with a list of vendors that would be required to be approved by the Board of Education subject to the requirements of N.J.S.A. 18A:18A for anticipated contracts to be renewed, awarded, or to expire during the 2020/2021 school year; and

BE IT FURTHER RESOLVED, Pursuant to PL 2015, Chapter 47, the Clinton Township Board of Education intends to renew, award, or permit to expire the following contracts below previously awarded by the Board of Education; and

BE IT FURTHER RESOLVED, these contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. Seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, part 2000.

AMCO Enterprise	Jersey Central Power & Light
Apple Education	Mary Culcasi
ATRA Janitorial Supply Co.	Maschio's Food Service
Benecard Services	Midland School
Bio Shine	Miller & Chitty
CDW-G	New Jersey Schools Insurance Group
Celebrate the Children School	Newmark School
CenturyLink Communication	Porzio, Bromberg & Newman
Comcast	Robert Griggs Plumbing & Heating
Delaware Valley Regional High School	Robert Half Company
Direct Energy	Rock Brook School
Echelon Services	S4Teachers
ECLC of New Jersey	Staples Technology Solutions
Effective Schools Solutions	State of New Jersey Health Benefits Program
Elizabethtown Gas	Therapeutic Intervention
Horizon Blue Cross/Blue Shield of New Jersey	Trane U.S.
Hunterdon County Educational Service Commission	Warren Glen Academy

Action Item 21-FF-074

RESCIND PRIOR ACTION ITEM 21-FF-065 - APPROVAL OF DISTRICT SECURITY CAMERA UPGRADE

Motion to rescind prior Action Item 21-FF-065, Approval of District Security Camera Upgrade, approved on May 10, 2021.

Action Item 21-FF-075

APPROVAL OF DISTRICT SECURITY CAMERA UPGRADE

WHEREAS, the 2020-2021 budget approved \$185,255 for upgrading and expanding district-wide security cameras; and

WHEREAS, the district will be seeking for partial reimbursement for the district-wide security camera upgrades and expansion from the "Securing Our Children's Future Bond Act" in an amount of \$65,255, inclusive of the implementation and compliance with Alyssa's Law, and

WHEREAS, \$65,255 on revenue line 10-3256 State reimbursements from Securing Our Children's Future Bond Act was budgeted with approximately \$22,115 anticipated to be used for Alyssa's Law compliance and the remaining balance of \$42,340 supporting anticipated the security camera upgrades at three of the districts schools; and

WHEREAS, the Clinton Township Board of Education acknowledges availability of local funds in the amount of \$185,255 and an additional \$6,631 will be transferred to support the total project costs for this project which has a total project cost of \$191,886.

WHEREAS, the district will be utilizing the Educational Service Commission of New Jersey Co-op# 65-MCESCCPS, BID# MRESC 19/20-38 awarded to Open Systems Integrators Inc. (Open Systems), located at 211 Yardville Hamilton Square Road, Hamilton, NJ 08620; and

WHEREAS, Open Systems reviewed the district's current security system, met with building administrators, and have provided a plan for the security camera upgrades at Clinton Township Middle School, Round Valley School, and the Patrick McGaheran School at a total cost not to exceed \$191,886; and

Clinton Township Middle School	\$	82,433.00
Round Valley School		62,634.00
Patrick McGaheran School		<u>46,819.00</u>
	\$	<u>191,886.00</u>

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, the Clinton Township Board of Education approves the use of the Educational Service Commission of New Jersey Co-op #65-MCESCCPS, BID# MRESC 19/20-38 awarded to Open Systems Integrators Inc. for upgrading and expanding the district's security camera system in an amount not to exceed \$191,886.00; and

BE IT FURTHER RESOLVED, this resolution shall take effect immediately, and the Clinton Township Board of Education authorizes the Superintendent, Board President and School Business Administrator/Board Secretary to sign any documents on behalf of the Clinton Township Board of Education with regard to exercising the intent of this resolution.

Action Item 21-FF-076

APPROVAL TO CLEAR INACTIVE LUNCH ACCOUNT BALANCES

WHEREAS, the federal food service program has been provided at no cost to the students in the 2020/2021 school year and therefore, there has been relatively no activity in the PaySchools program that tracks balances of the student food service accounts; and

WHEREAS, upon reviewing approximately 1,900 account balances of individual accounts, there have been a large number of balances that have accumulated over the years and have not had any activity; and

WHEREAS, administration is developing a standard operating procedure that would prevent future occurrences of individual accounts that become dormant from accumulating and being rolled over year-to-year; and

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Clinton Township Board of Education authorizes administration to cancel the balances from individual accounts from the PaySchools program that have been dormant and to implement a standard operating procedure that will minimize individual accounts that are dormant from accumulating year-to-year; and

BE IT FURTHER RESOLVED, any positive lunch account balances will be used to offset negative lunch account balances of the inactive individual account balances with the remainder of the positive individual account balances in an approximate amount of \$5,000.00.

Action Item 21-FF-077

APPROVAL OF 2021-2022 FACILITY USE FEE SCHEDULE

WHEREAS, in accordance with Policy 7510, the Board of Education shall approve annually a schedule of fees for the use of school facilities;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education approves the 2021-2022 Facility Use Fee Schedule as follows.

Category	Service	Cost
Facility Use Charge	School Auditorium	\$500.00
Facility Use Charge	School Gymnasium	150.00
Facility Use Charge	School Cafeteria	150.00
Facility Use Charge	School Classroom	20.00
Facility Use Charge	Athletic Field	50.00
Facility Use Charge	Kitchen (requires the presence of a food service management company employee an additional cost to the user)	100.00
Custodial Costs	Weekdays (within 40 Hours)	40.00/hour
Custodial Costs	Overtime Rate (Work Beyond 40 Hours/Week)	60.00/hour
Custodial Costs	Double Time Rate (Sunday Work)	80.00/hour
Other Staff	Theater Manager	75.00/hour
Other Staff	Kitchen Employee	30.00/hour
Equipment Cost	Hourly Charge for Theater Lighting	100.00/hour
Equipment Cost	Hourly Charge for Theater Sound	100.00/hour
Equipment Cost	Other	Determined by the School Business Administrator

Action Item 21-FF-078**APPROVAL FOR PAYMENT OF CLAIMS USING EFT TECHNOLOGIES**

WHEREAS, in accordance with Policy 6470.01 - Electronic Funds Transfer and Claimant Certification, the Board of Education permits the School Business Administrator/Board Secretary to use standard electronic funds transfer (EFT) technologies for payment of claims; and

WHEREAS, Policy 6470.01 further states that the board shall provide annual authorizations on individuals processing EFT's and to which types of payments can be processed through EFT's;

NOW, THEREFORE BE IT RESOLVED, the School Business Administrator/Board Secretary shall be designated the person responsible to initiate a claim for payment using an EFT method; and

BE IT FURTHER RESOLVED, the Superintendent of Schools shall review the claim for payment initialized by the School Business Administrator/Board Secretary and authorize in writing the claim can be processed using the EFT method; and

BE IT FURTHER RESOLVED, all EFT activity reports shall be submitted and reviewed by the Treasurer of School Monies and shall perform a monthly reconciliation of the reviewed/approved weekly EFT activity reports of the EFT transactions appearing on the bank statements and in the accounting records;

BE IT FURTHER RESOLVED, the board approves that the standard EFT technologies can be used for the payment of claims for the following types of payments:

- Principal and interest payments.
- Payroll agency payments.
- Payroll payments.
- Payments to the state of New Jersey or a subdivision thereof.
- Payments the federal government or a subdivision thereof.

Action Item 21-FF-079**APPROVAL TO SUBMIT APPLICATION FOR CHANGE OF USE OF EDUCATIONAL SPACE FOR THE 2021-2022 SCHOOL YEAR**

WHEREAS, four science lab classrooms at the Round Valley School are being utilized for general instructional classrooms; and

WHEREAS, the science lab classrooms are not conducive for general instructional activities;

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Clinton Township Board of Education approves the change of use of educational space application for Round Valley School modifying the science labs into instructional classrooms in rooms 2, 3, 22 and 23 and authorizes the Superintendent of Schools to file the necessary applications with the Department of Education.

Action Item 21-FF-080

APPROVAL OF REVISED 2021-2022 MUNICIPAL TAX LEVY PAYMENT SCHEDULE

Motion to amend prior Action Item 21-FF-064, approved on May 10, 2021, to approve the revised municipal tax levy payment schedule as follows:

DATE	AMOUNT DUE
August 15, 2021	\$2,503,100.00
September 15, 2021	2,503,100.00
October 15, 2021	2,503,100.00
November 15, 2021	2,503,100.00
December 15, 2021	2,503,100.00
February 15, 2022	2,503,100.00
March 15, 2022	2,503,100.00
April 15, 2022	2,503,100.00
May 15, 2022	2,503,100.00
June 15, 2022	2,503,100.00
TOTAL CURRENT EXPENSE	\$25,031,000.00

DATE	AMOUNT DUE
July 1, 2021 - Debt Service	\$364,945.49
January 1, 2022 - Debt Service	\$1,674,973.51
TOTAL DEBT SERVICE	\$2,039,919.00

Action Item 21-FF-081

APPROVAL OF PROGRAM RELOCATION FOR 2021/2022

Motion to approve the relocation of the programs from the Spruce Run School to the other district buildings for the 2021/2022 school year.

Board of Education Roll Call Vote on Action Items 21-FF-066 through 21-FF-081

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
Motion									
Aye									
Nay									
Abstain									
Absent									

PERSONNEL:

Mr. Hornick - Chair; Ms. Creighton, Ms. Emery

Action Item 21-P-156

WHEREAS, pursuant to NJAC 6A:23A-3.1 and its contract with the Interim School Business Administrator/Board Secretary, the Board of Education approved two qualitative merit goals for the Interim School Business Administrator/Board Secretary for the 2020-2021 school year on May 10, 2021; and

WHEREAS, the Board of Education has now reviewed evidence of the achievement of those goals;

NOW, THEREFORE BE IT RESOLVED, the Board of Education determines that Mr. Kramer is eligible for a merit goal payment in the amount of \$3,575.00 each, for a total payment not to exceed \$7,150.00, and directs that its determinations be submitted to the Executive County Superintendent of Schools for approval before payment, as required by law.

Action Item 21-P-157

Motion to approve, upon the recommendation of the Superintendent, the following rates for substitutes of certified and non-certified staff as listed below for the 2021-2022 school year.

Job Category	Per Diem/Hourly Sub Rate
Substitute Teacher	\$100.00/day
Lunch/Playground Aide	\$12.00/hr
Instructional Aide	\$100.00/day
Bus Aide	\$15.00/hr
Secretary	\$12.00/hr
Non-union custodial	\$17.00/hr
Substitute Nurse	\$200.00/day

Action Item 21-P-158

Motion to approve, upon the recommendation of the Superintendent, the following rates for non-certified staff as listed below for the 2021-2022 school year.

Job Category	Hourly Rate
Lunch Aide	\$13.00
Bus Aide	\$15.00

Action Item 21-P-159

Motion to accept, with regret, the resignation of the following employee(s):

Name	Position	Effective Date	PCR#
Lucchetto, Laura	Technology Teacher	6/30/2021	0000207
Jacobs, Alysse	World Language Teacher	6/30/2021	0000048
Ronkiewicz, Kristin	Lunch/Recess Aide	6/16/2021	0000021
Shannon, Melissa	Part-Time Secretary	7/15/2021	0000231
Spagnuolo, Nicole	Part-Time Secretary	8/13/2021	0000029

Action Item 21-P-160

Motion to offer employment for the 2021-2022 school year to the following:

Name	Position	Guide	FTE	Effective Date	Annual Salary/Stipend (Based on 1.0 FTE)	Tenure Date	PCR#
Shaw, Carmella	Website Manager	N/A	N/A	7/1/2021-6/30/2022	\$3,700.00 Stipend	N/A	0000980
Spagnuolo, Nicole	Grade Seven Maternity Leave Replacement Teacher	BA, Step C	1.0	8/30/2021 - 6/30/2022	\$59,392.00	N/A	0000078
Texiera, Martha	World Language Teacher	MA, Step P	1.0	8/30/2021 - 6/30/2022	\$76,012.00	9/1/2025	0000018
Farley, Melissa	Physical Education Teacher	BA, Step P	1.0	8/30/2021 - 6/30/2022	\$73,512.00	9/1/2025	0000069
Battell, James	Leave Replacement Teacher, K Spec. Ed	BA, Step A	1.0	8/30/2021 - 1/2/2022	\$57,192.00	N/A	0000259
Pychewicz, Nicole* (Pending approval of certification)	Speech Language Therapist	MA, Step A	0.7	8/30/2021 - 6/30/2022	\$41,784.40	9/1/2025	0000292
Shonk, Adriana	World Language Teacher	BA, Step F	1.0	8/30/2021 - 6/30/2022	\$61,592.00	9/1/2025	0000048

Action Item 21-P-161

Motion to approve the following leave(s) of absence:

Employee ID	Details	Leave Start Date	Leave End Date	Return to Work Date	PCR#
61731220	Using accrued, unused paid and unpaid time	8/30/2021	9/21/2021	9/22/2021	0000056
77305985	Using accrued, unused paid and unpaid time	10/28/2021	2/25/2022	2/28/2022	0000120
49952815	Using accrued, unused paid and unpaid time	8/30/2021	6/30/2022	8/30/2022	0000078
81764524	Using accrued, unused paid and unpaid time	9/8/2021	12/23/2021	1/3/2022	0000243
14223465	Using accrued, unused paid and unpaid time	1/3/2022	3/18/2022	3/21/2022	0000184

Action Item 21-P-162

Motion to approve the following individual(s) seasonal employment beginning on or about July 1, 2021 through August 27, 2021:

Name	Position	FTE	Compensation	PCR#
Pace, Gregory	Summer Custodian	1.0	\$17.00/hour	0000801
Daniello, Isabella	Summer Technology Help	1.0	\$15.00/hour	0000738

Action Item 21-P-163

Motion to approve the following individual(s) as district bus aides:

Name	Effective Date	Compensation	PCR#
Rothrock, Rachel	5/24/2021 - 6/18/2021	\$15.00/hour	0000601

Action Item 21-P-164

Motion to approve the following custodial substitute(s) for the 2021-2022 school year as listed below beginning on or about July 1, 2021:

Name	Hourly Rate	PCR#
Hoffman, Richard	\$17.00	0000802

Action Item 21-P-165

Motion to offer employment to the following individual(s) as Teaching Assistants for the Extended School Year Program as listed below effective June 28, 2021 through July 29, 2021:

Name	Hourly Rate
Chauvette, Alina	\$18.00
Menniti, Juliana	\$18.00

Action Item 21-P-166

Motion to approve the following individual to carry over accrued, unused vacation time as detailed below:

Employee ID#	# of Days
47186929	4

Action Item 21-P-167

Motion to approve the following teachers to work during the Summer Foundations program for the 2021-2022 school year, to be paid at their specified hourly rate, not to exceed 25 hours per session, with a maximum of 3 sessions.

Teacher	Hourly Rate
Danielle Nugent	\$47.54
Robyn Prebor	\$45.10

Action Item 21-P-168

Motion to approve the following teacher(s) to serve as a curriculum chair for the 2021-2022 school year for a stipend of \$500.

- Robert Lovering (RVS)

Action Item 21-P-169

Motion to approve the following teachers to participate in summer child study team meetings at the rate of \$30.05 per hour:

- Maggie Bradford
- Tracy Carew

Action Item 21-P-170

Motion to approve the building transfers of staff members listed on Schedule A.

Action Item 21-P-171

Motion to abolish the following position(s):

Position	FTE	Location	Effective Date	PCR#
Literacy Support Teacher	0.64	Round Valley School	6/30/2021	0000275
Literacy Support Teacher	0.64	Round Valley School	6/30/2021	0000239

Action Item 21-P-172

Motion to approve the creation of the following position(s):

Position	FTE	Location	Effective Date	PCR#
Literacy Support Teacher	1.0	Round Valley School	6/30/2021	0000293

Action Item 21-P-173

Motion to approve the following teacher to participate in summer curriculum writing:

Position	Building	Hourly Rate	Hours not to Exceed
Evans, Erin	PMG	\$37.74	10

Action Item 21-P-174

Motion to accept the notice of retirement, with regret, for the following employee(s):

Name	Position	Years of Service	Effective Date	PCR#
Kadri, Nancy	Teaching Assistant	19.21	7/1/2021	0000051

Board of Education Roll Call Vote on Action Items 21-P-156 through 21-P-174

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
Motion									
Aye									
Nay									
Abstain									
Absent									

POLICY:

Ms. Kaltenbach - Chair; Dr. Brasher, Ms. Oliver

Action Item 21-PR-023

WHEREAS, New Jersey school districts are required by New Jersey statutes, administrative codes, and New Jersey Department of Education mandates to develop and adopt policies and regulations regarding school district operations; and

WHEREAS, the Clinton Township Board of Education and administrative staff, working with Strauss Esmay Associates, L.L.P, have updated policies and regulations; and

NOW THEREFORE BE IT RESOLVED, the Clinton Township Board of Education approves the first reading of the following policies and regulations at this Board Meeting on June 28, 2021:

- Regulation 1642 - Earned Sick Leave Law (M)
- Regulation 7510 - Use Of School Facilities (M)

FURTHERMORE, BE IT RESOLVED, these policies and regulations shall be presented to the Board for adoption after a second reading at the July 26, 2021 Board Meeting.

Action Item 21-PR-024

WHEREAS, New Jersey school districts are required by New Jersey statutes, administrative codes, and New Jersey Department of Education mandates to develop and adopt policies and regulations regarding school district operations; and

WHEREAS, the Clinton Township Board of Education and administrative staff, working with Strauss Esmay Associates, L.L.P, have updated policies and regulations; and

WHEREAS, the Clinton Township Board of Education approved the first reading of these policies and regulations at the Board Meeting on May 10, 2021; and

NOW, THEREFORE BE IT RESOLVED, the Clinton Township Board of Education approves the following policies and regulations for adoption as a second reading at this Board Meeting on June 28, 2021:

- Policy 1643 - Family Leave (M) (New)
- Policy 1653 - Exit Interviews (New)
- Policy 5511 - Dress and Grooming (Student)
- Policy 6520 - Payroll Deductions
- Policy 7510 - Use Of School Facilities (M)

Action Item 21-PR-025

Motion to abolish the following policies, effective upon the adoption of Policy 1643, Family Leave:

- Policy 3431.1 - Family Leave
- Policy 3431.3 - New Jersey's Family Leave Insurance Program
- Policy 4431.1 - Family Leave
- Policy 4431.3 - New Jersey's Family Leave Insurance Program

Action Item 21-PR-026

Motion to abolish the following policies and regulations, which were incorporated in other existing Policy and Regulation Guides:

- Policy 7430 – School Safety
- Regulation 7430 – School Safety

Board of Education Roll Call Vote on Action Item 21-PR-023 through 21-PR-026

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
Motion									
Aye									
Nay									
Abstain									
Absent									

CURRICULUM:**Dr. Riihimaki - Chair; Mr. Hornick, Ms. Kaltenbach****Action Item 21-CUR-089****Motion to approve** the following out of district tuition placements for the 2021/2022 school year:

School	SID(s)	Service	Dates	Cost Not to Exceed
Warren Glen Academy	8491451087 8573267839	Tuition	7/5/2021-6/30/2022	\$57,762.60 per student
Warren Glen Academy	8491451087 8573267839	Teaching Assistant	7/5/2021-6/30/2022	\$51,450.00 per student
Rock Brook School	9125338578	Tuition	7/6/2021-6/30/2022	\$74,583.72
Montgomery Academy	6259931921	Tuition	7/5/2021-6/30/2022	\$77,398.00

Action Item 21-CUR-090**Motion to approve** the following travel expenditure:

Employee/School	Program Title/Location	Date(s)	Cost	Mileage	Lodging/ Meals
Ronda Ferri, RVS	Wilson 3-day Introduction Workshop, Virtual	July 19-21, 2021	\$649.00	N/A	N/A

Action Item 21-CUR-091**Motion to approve** the submission of the FY2021 Coronavirus Response And Relief Supplemental Appropriations Elementary And Secondary School Emergency Relief Fund II (CRRSA-ESSER II) grant application as follows:

- CRRSA-ESSER II: \$70,178.00
- Learning Acceleration: \$25,000.00
- Mental Health: \$45,000.00

Action Item 21-CUR-092**Motion to approve** Nicholas Diaz conducting research on School Climate & Teacher Retention from May 26 through June 30, 2021 for a doctoral dissertation through Centenary University, whereby the school district's individual results will not be identified.

Action Item 21-CUR-093

WHEREAS, in May 2021, the Clinton Township School District Principals for each school oversaw the school bus emergency evacuation drill for all routes; and

WHEREAS, the Bus Emergency Evacuation Drill was held at the respective school's loading area during Patrick McGaheran, Round Valley and Clinton Township Middle Schools' morning drop off times and at the afternoon pick up time for the Spruce Run School; and

WHEREAS, the safety and security of our students is of the highest priority for the Clinton Township Board of Education; and

WHEREAS, N.J.A.C. 6A:27-11.2 requires emergency exit drills at least twice within the school year for all students who are transported to and from school; and

WHEREAS, the Principals at each of the Clinton Township schools have conducted an emergency exit drill as indicated in the Table below;

BE IT RESOLVED, that the Clinton Township Board of Education acknowledges the building Principal's adherence to district policy and procedure concerning the performance of the required emergency exit drills on the dates and at the times indicated below:

School	Principal (Who Supervised the Drill)	Date	Time	Route #
CTMS	Ms. Hammond	5/13/2021	7:40 a.m. 1:45 p.m.	M01-M14 All Non-Riders
RVS	Mrs. Postma, J. Hill, P. Gugliandolo, K. Gallagher & Monitors	5/14/2021	8:30 - 9:10 a.m.	R01-R10 All Non-Riders
PMG	Mrs. Goad	5/14/2021	8:35 - 8:55 a.m. 9:05 - 9:25 a.m.	P01-P10 All Non-Riders
SRS	Dr. Lefebvre	5/11/2021	Morning/ Afternoon	CS01/CS02 All Non-Riders

Action Item 21-CUR-094

Motion to approve the submission of the 2021-2022 Security Drill Statement of Assurance to the Executive County Superintendent.

Action Item 21-CUR-095

Motion to accept the donation of the Hot Air Balloon for the Clinton Township Middle School's 8th grade dance from Unity Bank in the amount of \$2,400.

Action Item 21-CUR-096

Motion to approve an agreement with High Consulting Services for administrative support as it relates to staff observations at the rate of \$400.00 per day, for a total amount not to exceed \$20,000 from September 1, 2021 through June 30, 2022.

Action Item 21-CUR-097

Motion to approve enrolling SID # 6728961125 in an accelerated online math course for the 2021-2022 school year through Johns Hopkins University, for a total cost not to exceed \$2,790, to be paid by the district.

Action Item 21-CUR-098

Motion to approve the new staff orientation dates of August 16-17, 2021.

Action Item 21-CUR-099

Motion to approve a proposal from the IDE Corporation in the amount of \$8,040.00 to provide a 4-day PBL Design Workshop for a cohort of up to 20 teachers on October 20, 21, 27, and 28, 2021.

Action Item 21-CUR-100

Motion to approve the Clinton Township School District 2021-2022 instructional material list, mentor text list, CST instructional material list, accommodations list and course list.

Action Item 21-CUR-101

Motion to approve the following curriculum for the 2021-2022 school year to align with the current state standards:

- World Language Grades K-8

Action Item 21-CUR-102

Motion to approve the establishment of a new LLD program at the Round Valley School for the 2021/2022 school year.

Action Item 21-CUR-103

Motion to approve an agreement with Hands-On Tech, LLC for professional services for PowerSchool Support for the 2021-2022 school year, not to exceed \$6,500.00.

Action Item 21-CUR-104

Motion to approve the 2021-2022 ESSA Title III Consortium Memorandum of Understanding with the Clinton Township Board of Education as the participant district and the Readington Township School District as the lead applicant district.

Action Item 21-CUR-105

Motion to approve the submission and posting to the District website of the Safe Return Plan, as required by the NJDOE.

Board of Education Roll Call Vote on Action Items 21-CUR-089 through 21-CUR-105

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
Motion									
Aye									
Nay									
Abstain									
Absent									

AD-HOC SUPERINTENDENT SEARCH COMMITTEE:

Dr. Brasher - Chair; Ms. Kaltenbach, Mr. Hornick, Ms. Brennan

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 Matter pertaining to potential litigation; a personnel matter relating to the superintendent’s evaluation; student matter relating to HIB; and, negotiations relating to the CTEA.

WHEREAS, the length of the executive session is expected to be approximately 30 minutes, after which the meeting shall reconvene and proceed with business wherein 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.

ADJOURN TO EXECUTIVE SESSION:

Motion to approve the above executive session resolution for the board moving into closed session to discuss Legal Matter pertaining to potential litigation; a personnel matter relating to the superintendent's evaluation; student matter relating to HIB; and, negotiations relating to the CTEA, wherein the length of time for the executive session is expected to be approximately 30 minutes, and upon returning, action may be taken.

Action 21-AJ-035

Motion made by _____, seconded by _____, to move the meeting of the Clinton Township Board of Education into executive session at _____(time).

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

RECONVENE TO PUBLIC SESSION:

Action 21-AJ-036

Motion made by _____, seconded by _____, to move the meeting of the Clinton Township Board of Education out of executive session at _____(time).

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

ADJOURNMENT:

Action 21-AJ-037

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

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

NEXT MEETING DATES:

July 26, 2021	November 22, 2021
August 23, 2021	December 20, 2021
September 27, 2021	January 5, 2022 (Organization Meeting)
October 25, 2021	