

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
WORK SESSION AGENDA
Work Session Meeting - July 20, 2020 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, 2020.

- a. Sent to three newspapers designated by the Board – Hunterdon County Democrat, Hunterdon Review and Express Times.
- b. Posting on the District Website.
- c. Faxing to Clerk of Clinton Township.

ROLL CALL:

	<i>Present</i>	<i>Absent</i>	<i>Time of arrival after the meeting has been called to order.</i>
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. Johanna Ruberto, Interim Superintendent of Schools
_____ Mark Kramer, Interim 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.

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.

BOARD PRESIDENT'S COMMENTS/REPORT:

Gwen Thornton, NJSBA - Professional Development and superintendent search

SUPERINTENDENT'S REPORT:*Acknowledgement**District reopening plan - status**July Board Meeting Plan*

- District Mentoring Plan presentation
- Technology Curriculum 2020-2021

Moving Forward - August

- Code of conduct
- Staff faculty handbook
- Initial review of specific job descriptions

SU-A

Motion to approve Summer Hours for twelve (12) month non-custodial/maintenance staff working eight (8) hour days with a half hour lunch break and Fridays off starting effective July 1, 2020 ending August 22, 2020.

PRESENTATIONS:

Spring 2018 SLA-Science results, given by Jennifer Paccione (Supervisor of Instruction, Data and Assessment).

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY:**BA-A**

Motion to approve, that the Board of Trustees adopt the following resolution authorizing Mark Kramer, School Business Administrator/Board Secretary, as the district's Qualified Purchasing Agent for the 2020–2021 school year.

BA-B

Motion to approve the list of bills for payment in the grand sum of \$XXX,XXX.XX.

BA-C

Motion to accept the Board Secretary's and Treasurer's Reports for the month ending May 31, 2020.

BA-D

Motion to ratify and approve the transfers for the months of July 2019 through June 2020.

Next Meeting Dates:

- July 27, 2020 - Regular Meeting
- August 17, 2020 - Work Session
- August 24, 2020 - Regular Meeting
- September 10, 2020 - Work Session
- September 21, 2020 - Regular Meeting
- October 5, 2020 - Work Session
- October 19, 2020 - Regular Meeting
- November 16, 2020 - Work Session
- November 23, 2020 - Regular Meeting
- December 14, 2020 - Work Session
- December 21, 2020 - Regular Meeting

FACILITIES/FINANCE:**FF-A**

Motion to approve rolling over one unused professional development day from the 2019-2020 **Inspired Instruction** professional development agreement to the 2020-2021 school year, due to the Covid-19 closure.

FF-B

Motion to approve an agreement with **Sarah Polatchek** in the amount of \$25,000.00, for twenty-five (25) days of ELA professional development for grades 3-8 during the 2020-2021 school year.

FF-C

Motion to approve an agreement with **Erik Lepis** in the amount of \$15,000.00, for ten days of ELA professional development for grades K-2 during the 2020-2021 school year.

FF-D

Motion to approve Suburban Consulting Engineers, Inc.'s Proposal SCE-P05379.031 dated March 17, 2020, for additional services to perform the construction administration and construction inspection services for the Charlotte Drive Manhole Abandonment project, previously approved by the Board on February 24, 2020 in Action Item No. 20-FF-130, in the amount of \$3,700.00, per the fee structure set forth in the Proposal.

FF-E

Motion to approve the submission of the 2019-2020 CARES Emergency Relief Grant as follows:

- Clinton Township School District: \$11,775.00
- Acorn Montessori School: \$345.00
- Immaculate Conception School: \$2,216.00

FF-F

Motion to approve the submission of the FY21 ESEA Federal Grant as follows:

Title I-A: \$23,914

Title II-A: Total \$15,735

- Clinton Township School District: \$12,923
- Acorn Montessori School: \$379
- Immaculate Conception School: \$2,433

Title III: \$2,501

Title IV-A: Total \$10,000

- Clinton Township School District: \$8,213
- Acorn Montessori School: \$241
- Immaculate Conception School: \$1,546

FF-G

Motion to approve SID #8291912759 to attend Celebrate the Children for the 2020/2021 school year at a tuition of \$73,260.00.

FF-H

Motion to approve Celebrate the Children to provide a Teaching Assistant to SID #8291912759 during the 2020/2021 school year at a fee of \$27,000.00.

FF-I

Motion to approve, Commission for the Blind and Visually Impaired to provide Level 1 services to SID #2329622588 during the 2020/2021 school year at a cost of \$2,100.00.

FF-J

Motion to approve, Rutgers University Behavioral Health to provide Home Instruction to SID#**6939190620** 10 hours a week beginning September 27, 2019 until October 15, 2019 at an hourly rate of \$28.62.

FF-K

Motion to approve the submission of the FY21 IDEA Consolidated Grant as follows:

Preschool: \$12,373

Basic: Total \$376,303

- Clinton Township School District: \$328,434
- Non-public: \$47,869

FF-L

Motion to approve Summit Speech School to provide Itinerant Teachers services: one (1) session per week; one (1) consult per month to SID #2685225477 during the 2020/2021 school year at a cost of \$165.00 per hour.

FF-M

Motion to approve Summit Speech School to provide Itinerant Teachers services: one (1) session per week; to SID #6625646136 during the 2020/2021 school year at a cost of \$165.00 per hour.

PERSONNEL:

P-A

Motion to accept, that the Board of Education approves Chuck Roberto for an administrative internship through Centenary University at CTMS Middle School with Judith Hammond from August 2020 through May 2021.

P-B

Motion to approve Brian Farkas as Webmaster during the 2020-2021 school year, for a stipend in the amount of \$3,700.00.

P-C

Motion to approve paying **Laura Jaw** for preparing and facilitating an Introduction to Responsive Classroom training for new district staff on August 18, 2020, at the specified hourly rate of \$56.07 per hour, not to exceed 10 hours or \$560.70.

P-D

Motion to approve an adjustment/step in salary/step for Anna Dieterly from MA in F, Step M, at \$71,027.00 to MA in F, Step L, at 69,357.00, PCR#0000121.

P-E

Motion to approve an adjustment/step in salary for Nicole Spagnuolo from \$22,847.50, Step 4 to \$22,247.50, Step 1, PCR#0000079.

P-F

Motion to approve Maxwell Mazuca as a summer custodian on or about 5/13/2020 through 08/31/2020 at the rate of \$17.00 per hour.

P-G

Motion to approve the following substitute custodians at the rate of \$17.00 per hour effective July 1, 2020 for the 2020-2021 school year:

Bostock, Thomas	Schultz, Alan	Sherman, Susan
Christopher, Evan	Schumacher, Jaqueline	

P-H

Motion to accept, with regret, the resignation of **Hayley Booth** from Teaching Assistant position effective 8/30/2020, PCR# 0000116.

P-I

Motion to approve Michelle Rogers for the position of Special Education Teacher, FTE 1.0, Step C, MA with an annual salary of \$61,892.00 effective 08/31/2020 through June 30, 2021. (*Pending clearance of criminal history background check*), PCR#0000276.

P-J

Motion to approve the following employees to the District Response Team effective July 1, 2020 through September 30, 2020.

Barber, Sarah	Roberto, Charles	Stanley, Heather
Dombrowski, Caitlin	Shea, Katie	

P-K

Motion to approve a Memorandum of Agreement ("MOA") with the Clinton Township Education Association (CTEA) permitting secretaries, custodians, and maintenance staff to carry over vacation time from the 2019-20 school year they were unable to use due to extraordinary circumstances caused by the issuance by Governor

Murphy, in response to the Coronavirus Pandemic, of Executive Order 107 which directed all residents to stay at home and which remained in force through the end of the 2019-20 school year, provided that such carry over is being permitted on a one-time, non-precedential basis, with any further requests for vacation carry over being determined on a case-by-case basis, as provided in the aforesaid MOA.

Motion to approve a Memorandum of Agreement ("MOA") with the Clinton Township Administrators Association permitting members of the District's administrative staff whose positions are within the CTAA negotiations unit, to carry over vacation time from the 2019-20 school year they were unable to use due to extraordinary circumstances caused by the issuance by Governor Murphy, in response to the Coronavirus Pandemic, of Executive Order 107 which directed all residents to stay at home and which remained in force through the end of the 2019-20 school year, provided that such carry over is being permitted on a one-time, non-precedential basis, with any further requests for vacation carry over being determined on a case-by-case basis, as provided in the aforesaid MOA.

Motion to approve requests by the following employees to carry over vacation time from the 2019-20 school year they were unable to use due to extraordinary circumstances caused by the issuance by Governor Murphy, in response to the Coronavirus Pandemic, of Executive Order 107 which directed all residents to stay at home and which remained in force through the end of the 2019-20 school year, provided that such carry over is being permitted on a one-time, non-precedential basis, with any further requests for vacation carry over being determined on a case-by-case basis.

Employee #	Total Carry Over Vacation Days	Total Carry Over Personal Days
51863454	11	
42112441	16	
47186929	8	
47101993	2	2
49834831	16	
49858913	5	
663325111	5	
34384776	7	

P-L

Motion to approve Elise Pozensky Cohen to provide individualized in-home or virtual training at the 20-21 contractual hourly rate of \$52.52, not to exceed 20 hours.

P-M

Motion to approve Sarah Barber to provide individualized in-home or virtual training at the 20-21 contractual hourly rate of \$30.05, not to exceed 20 hours.

P-N

Motion to approve the following teachers to work with students during the summer of 2020:

Teacher	Student	Total hours	Rate
Julie Tepper	SID #8022614230	4 hours total	\$49.39
Lisanne Bartram			\$48.73
Jessica Partridge	SID #3340489596	2 hours total	\$50.88

Heather Stanley			\$49.54
Kelly Hill	SID #1763590098	2 hours total	\$50.07
Kristin McRae	SID #4747649578	4 hours total	\$49.39

P-O

Motion to approve Gretchen Michelet and Kelly Weiland as Substitute Nurses for the 20/21 school year at a rate of \$200/day.

P-P

Motion to approve an adjustment/step for Jennifer Patuto from Step 1 at \$26,430 to Step 15/16 at \$31,525.

P-Q

Motion to approve Kathy Collins in the role of Teacher Assistants to participate in the District's Summer Extended School Year (ESY) from July 1, 2020 through July 30, 2020 at a rate of \$18.00 per hour.

P-R

Motion to approve Lisa Siefert for 2020 summer work at the specified hourly rate of \$45.74, not to exceed 32.5 hours.

P-S

Motion to approve Allison Lefebvre to participate in the District's Summer CST Evaluation period from July 1, 2020 through August 22, 2020 at a rate of \$60.89.

P-T

Motion to amend Action 20-P-287: Amend date from June meeting from August 22, 2020 to July 30, 2020.
Original Motion: Motion to approve the following Teacher's Assistants to participate in the District's Summer Extended School Year (ESY) from July 1, 2020 through **August 22, 2020**.

P-U

Motion to approve paid FMLA leave of absence for **Employee ID#83952499** using accrued time from 06/03/2020 through 07/24/2020 with a return to work on or about 07/27/2020.

P-V

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>
Bartram, Lisanne	OL5702: Culturally Competent Educator	Augustana University	Fall 2020
Dieterly, Anna	15.291:511 Intro to Assessment, Applied Stats & Research	Rutgers University	Fall 2020
Dombrowski, Caitlin	NURS614: Role of the School Nurse I	New Jersey City University	Fall 2020
Domenic, MaryAnna	NU404: Concepts and Challenges in Professional Practice	Regis College	Fall 2020
Gallo, Kelly	GED642: Case Studies in Supervision	Centenary University	Fall 2020
Giordano, Christina	GCO581: Fundamentals of SAC	Centenary University	Fall 2020

Giordano, Christina	GCO591: Substance Abuse in the School Setting	Centenary University	Fall 2020
Harbison, Kerri	GED550: Seminar in Curricular Eval and Assessment Strategies	Centenary University	Fall 2020
Knapp, Kristina	GED652: Current Issues in Special Ed	Centenary University	Fall 2020
Paccione, Jen	GED560: Seminar in Instructional Leadership	Centenary University	Fall 2020
Prebor, Robyn	GED634: Innovative Approach to Literacy Instruction	Centenary University	Fall 2020

P-W

Motion to approve horizontal movement across the salary guide for **Chelsey Lindaberry** from BA to BA+15 effective February 15, 2018.

P-X

Motion to approve _____ for the position of Supervisor of Building and Grounds at an annual salary of \$XXX.XXX.XX effective XX/XX/XXXX through XX/XX/XXXX. (Pending successful completion of criminal history background check) PCR#xxxxxxx. -

P-Y

Motion to approve the following district lunch/recess substitutes at the hourly rate of **\$11.00 per hour**:

Bostock, Theresa	Gasior, Kathleen	Poling, Mary	Schumacher, Jacqueline
DeMeo, Susan	Pearly, Angela	Rochelle, Nancy	Zawadzki, Sharon

P-Z

Motion to approve summer hours for the district to reflect Monday through Thursday effective 7/1/2020 through 08/21/2020.

P-AA

Motion to approve a paid FMLA/NJ FLA leave of absence for **Employee ID# 80328925** using accrued time from 10/19/2020 through 11/13/2020, unpaid leave from 11/16/2020 through 3/26/2021 followed by a paid leave using accrued time from 03/29/2020 through 04/30/2020 with an anticipated return to work date of 5/3/2021.

P-AB

Motion to approve a Settlement Agreement ("Agreement") with the Clinton Township Education Association resolving the arbitration and related grievance docketed before the N.J. Public Employment Relations Commission as Docket No. AR-2020-256, and to authorize the Superintendent of Schools and the School Business Administrator to take such action, including the making of retroactive payment of all stipends provided, as is required to effectuate the terms and conditions of the Agreement, with such advice and counsel from the Board Attorney as is required, as recommended by the Superintendent of Schools.

POLICY:

Motion to adopt the policies and regulations included in the new Policy and Regulation Manual on first reading.

CURRICULUM:

CUR-A

Motion to approve participation in the Title III Consortium hosted by Readington Township School District for the 2020-2021 school year.

CUR-B

Motion to approve the submission of the Comprehensive Equity Plan Annual Statement of Assurance for the 2020-2021 school year.

CUR-C

Motion to approve the readoption of all existing curriculum to be used during the 2020-2021 school year.

CUR-D

Motion to approve the 2020-2021 New Staff Orientation dates of August 17 and August 18, 2020.

CUR-E

Motion to adopt the following curricula for the 2020-2021 school year to align with the current state standards:

- Technology, Grades K-8

CUR-F

Motion to approve, 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: \$0.35.

Employee/ School	Program Title/Location	Date	Cost	Mileage	Lodging/ Meals
Evans, Erin PMG	Foundations 2 Training Online	8/26/2020	\$350.00	\$0.00	\$0.00
Hammond, Judi CTMS	Pandemic Response: Planning for New Normal Online	7/8/2020 - 7/9/2020	\$270.00	\$0.00	\$0.00
Jaw, Laura PMG	Distance Learning in Kindergarten Online	7/31/2020	\$279.00	\$0.00	\$0.00
Loughman, Margaret PMG	Foundations 3 Training Online	8/27/2020	\$350.00	\$0.00	\$0.00
Mason, Luke CTMS	Pandemic Response: Planning for New Normal Online	7/8/2020 - 7/9/2020	\$270.00	\$0.00	\$0.00
Meyer, Mary PMG	Foundations 2 Training Online	8/26/2020	\$350.00	\$0.00	\$0.00
Mueller, Julia PMG	Foundations 2 Training Online	8/26/2020	\$350.00	\$0.00	\$0.00
Postma, Mary RVS	Pandemic Response: Planning for New Normal Online	7/8/2020 - 7/9/2020	\$270.00	\$0.00	\$0.00

CUR-G

Motion to approve the following teachers as summer curriculum writers, to be paid at the hourly rate of \$37.74, effective June 17, 2020, for a total amount not to exceed \$15,000 for all staff.

Tracey Carew	Angela Dmuchowski	Jill Jordan
Courtney Chipman	Joanne Filus	Laura Lucchetto
Jen Desjadon	JoAnn Gitto	Charles Roberto
		Lina Rothbard

CUR-H

Motion to approve, SID #2244583968 to attend The Midland School for the 2020/2021 school year at a tuition of \$63,130.00.

CUR-I

Motion to approve, SID #4838554343 to attend The Newmark School for the 2020/2021 school year at a tuition of \$59,423.40.

CUR-J

Motion to approve, SID #8573267839 to attend Warren Glen Academy School for the 2020/2021 school year at a tuition of \$56,863.80.

CUR-K

Motion to approve, Warren Glen Academy to provide a Teaching Assistant to SID #8573267839 during the 2020/2021 school year at a fee of \$51,450.00.

CUR-L

Motion to approve, SID #8496865066 to attend Rock Brook School for the 2020/2021 school year at a tuition of \$72,973.85.

CUR-M

Motion to approve, SID #9125338578 to attend Rock Brook School for the 2020/2021 school year at a tuition of \$72,973.85.

CUR-N

Motion to approve, the Board of Education approves the purchase of **\$1,800.00** for a Zoom educational district subscription.

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:

No executive session expected.

Public bodies may meet in closed session when the matters under discussion are:

1. Matters made confidential by state, federal law or rule by court.
2. Disclosure would result in an unwarranted invasion of individual privacy, unless the person affected consents in writing.
3. Disclosure would impair the body's right to receive federal or state funds.
4. Collective bargaining.
5. Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest.
6. Investigations into violations of law.
7. Strategies to protect public security. Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply.
8. Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing.
9. Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

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 (see above) 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 length of the Executive Session is estimated to be ninety (____) 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 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.

ADJOURNMENT:

Action 21-AJ-001:

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

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