

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES
Regular Meeting March 16, 2020 at 7:30 p.m.
Clinton Township Middle School Auditorium**



CALL TO ORDER: Ms. Brennan called the meeting to order at 7:33 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. 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. Lana Brennan	X		
Dr. Laura Brasher	X		
Ms. Mary Beth Brooks		X	
Ms. Catherine Mary Emery	X		
Ms. Maria Grant	X		
Dr. Alison Grantham		X	
Mr. Scott Hornick	X		
Mrs. Jennifer Kaltenbach	X		
Dr. Catherine Riihimaki	X		

Present: *District Administrators:*
___X___ Dr. Michele Cone, Superintendent of Schools
___AB___ Kelly Morris, Business Administrator/Board Secretary

Also Present: ___X___ David Hespe, Esq., Board Attorney

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

PROCESS GUARDIAN: _____ was appointed Process Guardian.

Motion to appoint Joanne Hinkle as Board Secretary in the absence of the Business Administrator/ Board Secretary for the March 16, 2020 Board Meeting.

Ms. Brennan Moved, Dr. Riihimaki Seconded

All Yes. Motion Carried.

BOARD PRESIDENT’S COMMENTS/REPORT:

1. Alexa Ingram, Director of Special Services, to present on District SE enrollment trends
2. Preliminary Budget Presentation

Presentations both tabled till Thursday March 19, 2020.

Motion to accept the use of virtual Board Meetings due to the Governors order of school closures.

Ms. Brennan Moved, Dr. Riihimaki Seconded

All Yes. Motion Carried.

REPORT OF THE SUPERINTENDENT OF SCHOOLS:

Action Items 20-SU-022 through 20-SU-024

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

1. Enrollment Report - 1221
2. Suspensions - (1) 2 day Out-School Suspensions - CTMS
(1) 1day In-School Suspension -CTMS
3. Monthly Report -

Action Items 20-SU-022:

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

Action Items 20-SU-023:

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-024:

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 reports:

1. HIB Report Tracking Number 207081
2. HIB Report Tracking Number 207865

Board of Education Roll Call Vote

	Dr. Brasher	Ms. Brooks	Ms. Emery	Ms. Grant	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Dr. Riihimaki	Ms. Brennan
Motion			1st				2nd		
Aye	X		X	X		X	X	X	X
Nay									
Abstain									
Absent		X			X				

All Yes. Motion Carried.

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.

Nancy Slopath asked about the 180 days requirement for our students being met during the closure.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY:

Action Items 21-BA-021 through 20-BA-027

Action 20-BA-021:

Motion to approve the line item [transfers](#) for the period ending March 16, 2020.

Action 20-BA-022:

Motion to approve the total payment of [bills](#) for the period from February 25, 2020 to March 16, 2020 in the amount in the of \$2,704,354.34 detailed as follows:

Fund 10	\$72,420.63
Fund 11	\$2,581,431.01
Fund 20	\$10,944.87
Fund 60	\$39,557.83
TOTAL:	\$2,704,354.34

Action 20-BA-023:

WHEREAS, the 2019-2020 preliminary 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 New Jersey Student Learning Standards;

WHEREAS, the 2020-2021 preliminary 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 School District Board of Education approves the preliminary 2020-2021 budget in the amount of \$27,743,131 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

General Fund.....	\$ 27,174,477
Special Revenue Fund.....	\$ 568,654
Budget Total:.....	\$ 27,743,131

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 \$24,238,904 and a debt service tax levy in the amount of \$2,108,081

Action 20-BA-024:

BE IT FURTHER RESOLVED that the maximum general fund travel allowance for the 2020-2021 school year shall be established at \$100,000 and the maximum regular business travel amount shall not exceed \$1,200 per employee.

Action 20-BA-025:

WHEREAS, N.J.A.C. 6A:23A-10.3(b) allows a district to request the use of banked cap only after it has fully exhausted all eligible statutory spending authority in the budget year;

WHEREAS, after a significant reduction in School Choice Aid and intentional financial planning, the Clinton Township School District Board of Education has determined that there is a need to use the banked cap as follows: 1.) for the purpose of funding the general operations of the school district and 2.) to maintain a thorough and efficient education in the 2020-2021 school year.

THEREFORE BE IT RESOLVED, that the Clinton Township School District Board of Education requests the use of \$276,737 of banked cap in order to support the general operations of the 2020-2021 school year budget.

Action 20-BA-026:

Motion to approve the following Board Meeting minutes

- [February 13, 2020](#) - Work Session
- [February 24, 2020](#) - Regular Business Meeting

Action 20-BA-027:

Motion to approve the addition of the following Board of Education Meeting:

- March 30, 2020 - Board Retreat

Next Meeting Dates:

- March 16, 2020 - Regular Business Meeting
- March 30, 2020 - Board Retreat - **NEW**
- April 6, 2020 - Work Session
- April 27, 2020 - Public Hearing for 2020-2021 Budget Adoption

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						2nd	1st		
Aye	X		X	X		X	X	X	X
Nay									
Abstain									
Absent		X			X				

Tabled the Report of the Business Administrator 20-BA-23, 20-BA-24, 20-BA-25, & 20-BA-26

FACILITIES/FINANCE:

Action Items 20-FF-130 through 20-FF-141

Action 20-FF-130:

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.

<i>Employee/School</i>	<i>Program Title/Location</i>	<i>Date</i>	<i>Cost</i>	<i>Mileage</i>	<i>Lodging/ Meals</i>
Moore, Carrie PMG	FLENJ Annual Conference Iselin, NJ	3/27/2020	\$160.00	\$25.90	\$0.00
Mueller, Kerry CTMS	Fighting Racial Slurs Monroe Twp, NJ	3/19/2020	\$149.00	\$30.73	\$0.00
Morris, Kelly BOE	Analyzing and Constructing Salary Guides Trenton, NJ	3/27/20	\$149.00	\$24.50	\$0.00
Schultz, Shari BOE	School Plant Planning Morristown, NJ	4/4/20,4/18/20 4/25/20,5/2/20	\$280	\$75.04	\$0.00

Action 20-FF-131:

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	GED634: Innovative Approach to Literacy Instruction	Centenary University	Summer 2020 (2020-2021 Year)
Prebor, Robyn	GED662: Literacy Curriculum and Common Core	Centenary University	Summer 2020 (2019-2020 Year)

Action 20-FF-132:

Motion to approve, Dr. Pamela Moss to administer a Psychiatric assessment for SID #6259931921 during the 2019-2020 school year for a fee of \$1,350.00.

Action 20-FF-133:

Motion to approve Professional Education Services, Inc. to provide home instruction to SID #3173452750 not to exceed 10 hours a week from February 17, 2020 to February 20, 2020 at a rate of \$28.62 per hour.

Action 20-FF-134:

Motion to amend prior motion FF-116, dated February 24, 2020, to replace **Maureen Zappulla** attending NJTSS Toolkit for Schools workshop on March 31, 2020, at MUJC with **Kathleen Pilla**.

Action 20-FF-135:

Motion to approve Advanced Pavement Group to install new sidewalks and crosswalk at Clinton Township Middle School, not to exceed \$14,365.00.

Action 20-FF-136:

Motion to approve submission of the [NJCAP Grant Application](#) in the amount of \$1,491.00 for the 2020-2021 school year as partial funding for the Child Assault Prevention Program; remaining balance of \$639.00 to be paid by the District.

Action 20-FF-137:

Motion to approve a contract with [Artome](#) for the Patrick McGaheran School Arts Fest (sale of framed student artwork) on May 13, 2020; there is no cost to the District.

Action 20-FF-138:

Motion to approve Jennifer Fasciano as Accompanist for the 2020 RVS Spring Choral Concerts for a fee of \$125.00.

Action 20-FF-139:

Motion to approve the **Master Special Education Tuition Agreement with the ESCNJ** as presented for the period of July 1, 2020 through June 30, 2025 to allow the District to use any of the services/programs provided; this approval does not obligate the District to use services, but rather allows use if needed.

Action 20-FF-140:

Motion to approve annual tuition rates for students received by the Clinton Township School District for the 2019-2020 and the 2020-2021 school years as follows:

Program	Tuition
Parent Paid Preschool	\$4,000.00
Parent Paid Regular Education - Grades K-5	\$12,000.00
Parent Paid Regular Education - Grades 6-8	\$12,000.00
Language and Learning Disabled (LLD)	\$26,700.00
Autistic	\$31,500.00
Multiply Disabled (MD)	\$39,500.00
Preschool Disabled	\$12,000.00

Table 20-FF-140

Action 20-FF-141:

Motion to approve Girl Scout Troop 80195 to hold a Book Drive for the library at Spruce Run School to benefit the Preschool students at Spruce Run. To update the library space, which will include updated books and other learning tools.

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			1st					2nd	
Aye	X		X	X		X	X	X	X
Nay									
Abstain									

Absent

	X			X				
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Tabled 20-FF-140

PERSONNEL:

Action Items 20-P-209 through 20-P-227

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-209:

Motion to approve Tracy Carew and Chelsea Hill to provide home instruction to SID #6758054356 beginning March 17, 2020 through May 31, 2020, not to exceed 10 hours a week at a rate of \$28.62 per hour.

Action 20-P-210:

Motion to approve Sarah Barber to provide home consultation beginning March 17, 2020 through June 30, 2020, not to exceed 20 hours a week at a rate of \$28.62 per hour.

Action 20-P-211:

Motion to approve Chelsea Hill to attend Professional Development Training on her non scheduled work days during the 2019/2020 school year, not to exceed 10 hours. To be paid at her hourly rate of pay.

Action 20-P-212:

Motion to approve Sarah Barber, Behavior Specialist, FTE=1, Step A, BA, at an annual salary of \$52,340.00, to be prorated based on an effective date of January 29, 2020 through June 30, 2020.

Action 20-P-213:

Motion to approve, Chelsea Hill to attend IEP Meetings on her non scheduled work days during the 2019-2020 school year, not to exceed 20 hours. To be paid at the rate of \$28.62 per hour.

Action 20-P-214:

Motion to approve Maryann Mattingly, Custodian, Step 2, at an annual salary of \$41,600.00, to be prorated based on an effective date on or about April 6, 2020 through June 30, 2020.

(Upon completion and clearance from criminal history, and background check.) PCR#0000090

Action 20-P-215:

Motion to approve Terrie Sostorecz, Teaching Assistant, Step 3-4, at an annual salary of \$23,430.00, to be prorated based on an effective date on or about March 17, 2020 through June 30, 2020.

(Upon completion and clearance from criminal history, and background check.) PCR#0000270

Action 20-P-216:

Motion to approve the following individuals as substitute Custodians for the 2019-2020 school year at the rate of \$17.00 per hour.

(Pending clearance from criminal history and background check.)

Attanasio, Thomas III Schumacher, Jacqueline

Action 20-P-217:

Motion to approve FMLA unpaid leave for employee #41002882 from June 1, 2020 through June 30, 2020.

Action 20-P-218:

Motion to approve FMLA paid leave for employee #58996729 from May 18, 2020 through April 1, 2020, then paid Leave of Absence from April 2, 2020 through April 29, 2020.

Action 20-P-219:

Motion to approve FMLA paid leave for employee #54803671 from March 2, 2020 through March 6, 2020.

Action 20-P-220:

Motion to approve FMLA paid leave for employee #49933575 from March 23, 2020 through March 27, 2020, with a return date of March 30, 2020.

Action 20-P-221:

Motion to approve NJFLA paid leave for employee #49854078 from March 10, 2020 through April 3, 2020, with a return date of April 6, 2020.

Action 20-P-222:

Motion to amend prior motion 20-P-195 dated February 24, 2020 to an FMLA return date on or about May 4, 2020 for Employee #49891062.

Action 20-P-223:

Motion to amend prior motion 20-P-197 dated February 24, 2020 for Employee #49891062 FMLA paid leave to February 11, 2020 through April 11, 2020, then FMLA unpaid leave from April 20, 2020 through May 11, 2020.

Action 20-P-224:

Motion to approve that the Board of Education approves **James Gallo** as a volunteer Assistant Softball coach for the 2019-2020 school year.

(Pending clearance from criminal history and background check.)

Action 20-P-225:

Motion to amend prior motion 20-P-193 dated February 24, 2020 approving **Ben Cozin** and **Robin Rozembersky** as Co-coaches for boys lacrosse. The stipend will be split 50:50 as Co-Coaches (\$1,988.00 head coach + \$1,802.00 assistant coach); each will receive \$1,890.00.

Action 20-P-226:

Motion to approve a [contract](#) for **Joanne Hinkle**, Director of Special Projects, for the 2019-2020 school year in the amount of \$122,400 as presented.

Action 20-P-227:

Be it resolved, upon the recommendation of the Superintendent, that the following three individuals are hereby selected to serve as the Board's representatives on the Sick Bank Committee in accordance with *N.J.S.A.* 18A:30-11 and the most recent Collective Negotiations Agreement between the Board and the Clinton Township Education Association:

- **Kelly Morris, School Business Administrator**
- **Joanne Hinkle, Director of Special Projects**
- **Alexa Ingram, Director of Special Services**

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							1st	2nd	
Aye	X		X			X	X	X	X
Nay				X 20-P-227					
Abstain									
Absent		X			X				

All Yes. Motion Carried.

POLICY:

Action Items: NONE

CURRICULUM:

Action Items 20-CUR-039 through 20-CUR-043

Action 20-CUR-039:

Motion to approve the following field trips (not at Board expense):

<i>Trip Dates</i>	<i>Description</i>	<i>Class/Group</i>	<i>Trip Coordinator</i>	<i>Cost</i>
May 26, 2020 May 27, 2020	Merrill Creek	All 2nd Grade Students and Staff	Richard Verderamo	May 26, 2020 - \$254.85 May 27, 2020 - \$509.70

Action 20-CUR-040:

Motion to approve that the Board of Education hereby approves the following field trips (at Board expense):

<i>Trip Dates</i>	<i>Description</i>	<i>Class/Group</i>	<i>Trip Coordinator</i>	<i>Cost</i>
May 20, 2020	TD Bank Ballpark Somerset Patriots	Participating 6th, 7th and 8th Grade	Kelly Gallo Lauren Niebuhr	\$203.88

Action 20-CUR-041:

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

- Science, Grades K-8
- Social Studies, Grades K-8

Dr. Riihimaki would like updates and more examples to return to the discussion with, also would like to discuss passing of QSAC.

Action 20-CUR-042:

Motion to approve Sterling College student **Mary Rachel's** application for Teacher Observation Placement with **Kim Kilroy**, RVS Teacher, for 20 hours to take place between March 18, 2020, and May 3, 2020.

Action 20-CUR-043:

Motion to approve a departmentalized instruction model for Grade 4 to enable focused instruction in content areas beginning in the 2020-2021 school year.

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			2nd					1st	
Aye	X		X	X		X	X	X	X
Nay									
Abstain									
Absent		X			X				

All Yes. Motion Carried.

NEGOTIATIONS-CTAA/CTEA:

Lana Brennan, Catherine Riihimaki, Alison Grantham, Laura Brasher

CTAA -

CTEA -

OLD BUSINESS:

Live streaming questions from Scott Hormick.

NEW BUSINESS:

None

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.

Jason Keifer PTA, complimented the district about the closure process, and stated that the PTA hopes to return to events soon.

EXECUTIVE SESSION (if needed): NONE

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 NONE

WHEREAS, the length of the Executive Session is estimated to be ninety (90) 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 attime).

RECONVENE TO PUBLIC SESSION:

ADJOURNMENT:

Action 20-AJ-012:

Motion made by Dr. Riihimaki, seconded by Ms. Kaltenbach, to adjourn the meeting of the Clinton Township Board of Education at 7:52pm (time).

All Yes. Motion Carried.

Respectfully Submitted,

Joanne Hinkle (Acting as BoEd Secretary)

Board Secretary

Minutes Prepared: 3/18/20

Minutes remain unofficial until Board of Education approval.

Board of Education Approved: