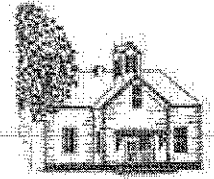


**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA**

**Work Session Minutes - June 1, 2020 at 7:30 p.m.
Virtual Access**



CALL TO ORDER: Lana Brennan called the meeting to order at 7:36 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.

2019/2020 DISTRICT GOALS:

1. To implement and integrate Social-Emotional Learning programs in grades Pre-K to eight by June of 2020.
2. To assess our current special services programs and services to identify strengths and needs and to create an action plan based on the results of the assessment.
3. To implement facilities upgrades and programming for safety and security in all buildings district wide to ensure the safety and security of students and staff.
4. To establish greater transparency and build trust by identifying and implementing strategies including expansion of the utility of our website, possible 2-way communication on the site, and branding of our district.

ROLL CALL:

	<i>Present</i>	<i>Absent</i>	<i>Time of arrival after the meeting has been called to order.</i>
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:*
Dr. Michele Cone, Superintendent of Schools

Absent: Kelly Morris, Business Administrator/Board Secretary

Also Present: Vito Gagliardi, Esq., Board Attorney

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

PROCESS GUARDIAN: Dr. Riihimaki was appointed Process Guardian.

BOARD PRESIDENT'S COMMENTS/REPORT:

Ms. Brennan thanked all faculty and staff for their hard work with remote learning as well as coming in and helping to get the students' belongings back.

Motion to approve Joanne Hinkle to continue as Acting Board Secretary from May 11, 2020 through June 30, 2020, or pending further action of the Board.

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								2nd	Motion
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									
Absent									

All (9) Ayes. Motion carries.

SUPERINTENDENT'S REPORT:

Dr. Michele Cone presented the following to the Board of Education:

1. Enrollment Report - 1223
2. Monthly Report:
3. Technology drop off information to be released soon
4. Important Dates
 - June 9 - End of new instruction
 - June 10 - Powerschool shut off to public access
 - June 12 - Assignments are all due
 - June 15 & June 16 - Early dismissal days; grades due by teaching staff
 - June 16 - Virtual Graduation

SU-A

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

SU-B

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:

- None

SU-C

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 209236
2. HIB Report Tracking Number 209126

FIRST RECOGNITION OF THE PUBLIC:

- Stephanie Fletcher, 31 Summit Court Annandale asked for more diversity to be integrated into the school curriculum
- Angela Pearly 12 Trubek Farm Rd, Annandale commented that the Clinton Township Education Association (CTEA) and some local parents are helping and/or seeking help for community outreach.
- Alexa Ingram, Director of Special Services expressed her thanks and acknowledged the hard work of all the staff, principals, administrators and families these past few weeks

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY:

BA-A

Motion to approve the following list of Board Meeting minutes as presented:

- March 9, 2020 - Work Session
- April 27, 2020 - Regular Meeting
- May 4, 2020 - Work Session
- May 11, 2020 - Regular Meeting

Next Meeting Dates:

- June 4, 2020 - Special Meeting *newly added*
- June 15, 2020 - Regular Meeting

Ms. Brennan added a new meeting date. Mr. Hornick and others provided some corrections to several of the listed minutes.

FACILITIES/FINANCE:

FF-A

WHEREAS, the Clinton Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the **Hunterdon County Educational Services Commission** hereinafter referred to as **HCESC** offers coordinated transportation services; and

WHEREAS, the **HCESC** will organize and schedule routes to achieve the maximum cost effectiveness:

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus an administration fee of 5.5% for member districts and 8.5% for non-member districts as presented to the Clinton Township Board of Education as calculated by the billing formula adopted by the **HCESC's** Board of Education. Said formula shall be based on a route cost divided by the student mile allocated to each participating district.

- I. The **HCESC** will provide the following services:
 - a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
 - b. monthly billing and invoices;
 - c. computer print-outs of student lists for all routes coordinated by **HCESC**;
 - d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
 - e. constant review and revision of routes;
 - f. provide transportation as requested on the formal written request; and

It is further agree that the Clinton Township Board of Education

Will provide the **HCESC** with the following;

- a. requests for special transportation on approved forms to be provided by the **HCESC**, completed in full and signed by previously authorized district personnel;
 - b. withdrawal for any transportation must be provided in writing and signed by authorized district personal; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid – day runs or early dismissals will be borne by the district. All such costs must first be approved by the Clinton Township Board of Education.
 - III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2020 and June 30, 2021.

- IV. Entire Agreement – this agreement and constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- V. It is understood and agreed by all parties hereto that the Board of Directors of the HCESC is not responsible for its transportation contractor’s failure to provide the services agreed upon herein. It will make every reasonable effort to provide alternative services should such a failure occur.

FF-B

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>
Hammond, Judi	GED760: Bargaining and Negotiations	Centenary University	Fall 2020
Hammond, Judi	GED770: School Admin Internship	Centenary University	Fall 2020
Roberto, Charles	GED510: Educational Administrative Theory	Centenary University	Fall 2020
Schultz, Kristina	5792: Refocus and Recharge: Strategies for Finding Balance in Teaching	Augustana University	Fall 2020

FF-C

Motion to approve a proposal from the **IDE Corporation** in the amount of \$15,640.00 to provide two four-day Introduction to the Hybrid Learning Environment Virtual Workshops for up to twenty district staff each on July 6-9, 2020 and July 20-23, 2020.

FF-D

Motion to approve the following technology department purchases and renewals:

Discovery Education Streaming Plus K-8	\$8250.00
Mystery Science District Membership	\$2,998.00 \$1998.00
OnCourse Lesson Planner/Curriculum Builder	\$13,697.54
Bumparmor Replacement Chromebook Cases	\$8,586.00
Learning A-Z	\$17,793.85
Typing Agent	\$2,300.00
HIBster	\$2200.00
Gizmos/Explore Learning	\$6,045.00
Lightspeed Web Filter	\$5880.00
Renaissance	\$26,992.60
Frontline - Employee Evaluation	\$8,120.85
Powerschool Performance Matters	\$9,975.00
Chromebook Refresh Grades 6 & 8 (Lease)	\$41,017.86 per year for three years
Powerschool Student Information System	\$13,633.10
Staff Laptops	\$22,475.00

FF-E
Motion to approve paying the **Johns Hopkins University** Center for Talented Youth and School and College Ability Test (SCAT) application and testing fees for the following students, at a cost not to exceed \$304.00, this is a total for all students.

- SID# 3909884206
- SID# 5347602815
- SID# 8963996654
- SID# 8239709981

FF-F
Motion to approve enrolling the following students in accelerated online math courses for the 2020-2021 school year through **Johns Hopkins University** at a cost not to exceed \$13,550.00, this is a total for all students.

- SID# 3909884206
- SID# 5347602815
- SID# 8963996654
- SID# 8239709981
- SID# 2370744819

FF-G
Motion to approve, that the Board of Education hereby approves the contract for Professional Accounting and Auditing Services for the fiscal year ending June 30, 2021, between the Board of Education of the Clinton Township School District and Nisivoccia, LLP not to exceed \$31,000.00. In addition, any extra services will be billed at the following rate table:

<i>Staff</i>	<i>Hourly Rate</i>
Partner	\$150-\$175
Manager	\$125-\$145
Supervisor	\$125-\$145
Senior Accountant	\$110-\$125
Junior Accountant	\$ 95-\$105

FF-H
Motion to approve, that the Board of Education hereby authorizes the Clinton Township School District to participate in the Hunterdon County Educational Services Commission Cooperative Pricing System for the 2020-2021 school year.

FF-I
Motion to approve, that the Board of Education hereby appoints Health Insurance Consultant (Prescription & Dental) - **Brown & Brown Benefit Advisors, Inc.**, in addition to the district's Health Benefit Consultant at a yearly rate of \$9,000 for the 2020-2021 school year.

FF-J
Motion to approve, that the Board of Education hereby approves the addendum with **ESS Northeast, LLC** (DBA - Source4Teachers) for substitute staffing for the 2020-2021 school year, with the following rates:

<i>Position</i>	<i>Pay Rate</i>	<i>Bill Rate</i>	<i>Rule</i>
Full Day Substitute Teacher	\$90.00	\$123.30	
Half Day Substitute Teacher	\$45.00	\$61.65	
Full Day Substitute Paraprofessional	\$90.00	\$123.30	
Half Day Substitute Paraprofessional	\$45.00	\$61.65	
Full Day Long Term Teacher	\$135.00	\$184.95	Long Term Rate administered on Day 1, Not retroactively paid, If absent the count does Not reset, and the Long Term Rate is retained, If absence.
Half Day Long Term Teacher	\$67.50	\$92.48	Long Term Rate administered on Day 1, Not retroactively paid, If absent the count does not reset, and the Long Term Rate is retained, If absence.
Hourly Long Term Teacher	\$19.29	\$26.43	District Discretionary Rate.

FF-K

Motion to approve, that the Board of Education hereby approves the 2020-2021 contract with **Frontline Education** to provide IEP support services for a fee of \$16,410.64.

FF-L

Motion to approve, that the Board of Education hereby approves the contract with **Effective School Solutions, LLC** to provide professional behavioral support and counseling services at PMG, RVS and CTMS during the 2020-2021 school year for a total of \$ 390,000.00, as recommended by the Superintendent of Schools.

FF-M

Motion to approve, that the Board of Education hereby approves the 2020-2021 IDEA-B Non- Public Services Agreement with Hunterdon County Educational Services Commission (HCESC).

FF-N

Motion to approve, that the Board of Education hereby approves the 2020-2021 Non-Public School Security Program Agreement with Hunterdon County Educational Services Commission (HCESC) with an 8% administrative fee.

FF-O

Motion to approve, that the Board of Education hereby approves the 2020-2021 Non-Public Textbook Services Agreement with Hunterdon County Educational Services Commission (HCESC) with an 8% administrative fee.

FF-P

Motion to approve, that the Board of Education hereby approves the 2020-2021 Non-Public Nursing Services Agreement with Hunterdon County Educational Services Commission (HCESC) with at 6% surcharge.

FF-Q

Motion to approve, that the Board of Education hereby approves the 2020-2021 Non-Public Technology Services Agreement with Hunterdon County Educational Services Commission (HCESC) with at 5% surcharge.

FF-R

Motion to approve a contract with Meredith Lynar; Licensed Clinical Social Worker, Independent Contractor to consult with Teaching Staff and provide direct and in-direct services for students ages 5-12 at an hourly rate of \$100.00, for the 2020-2021 school year, not to exceed 60 hours. To be paid through the IDEA preschool grant.

FF-S
Motion to approve a contract with Meredith Lynar; Licensed Clinical Social Worker, Independent Contractor to attend meetings and/or complete paperwork during the Districts 2019-2020 Extended School Year (ESY) program at an hourly rate of \$85.00.

FF-T
Motion to approve a contract with Meredith Lynar; Licensed Clinical Social Worker, Independent Contractor to provide counseling/social groups during the Districts 2019-2020 Extended School Year (ESY) program at an hourly rate of \$100.00.

Mr. Hornick discussed FF-A, #1, regarding sharing routes and it was clarified to say that in OOD placements there may be ride sharing, but not for the regular district routes. Ms. Brasher asked for further clarification on FF-C, noted a typo in FF-D for the mystery science amount and asked for clarification on the chromebook refresh. Dr. Riihimaki asked about technology assessment processes in FF-D and about a contract renewal for legal counsel. Dr. Cone said the legal agreement would appear on the June 15 Regular Agenda. There was a discussion for clarification on FF-E and FF-F. Mr. Hornick asked about FF-L and the need for additional services from ESS.

PERSONNEL:

None

POLICY:

None

CURRICULUM:

CUR-A
Motion to approve the Clinton Township School District 2020-2021 instructional materials list, problem-based learning unit list, mentor text list, CST instructional materials list, assessment list, and accommodations list.

CUR-B
Motion to approve the Clinton Township School District 2020-2021 course list.

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

- World Language, Grades K-8

CUR-D
Motion to approve the CTSD **School Health-Related Closure Preparedness Plan** as required by NJDOE.

Mr. Hornick asked if the curriculum would be more elaborative in the future. Discussion followed that work was being done and would continue over the summer to include more information.

NEGOTIATIONS-CTAA/CTEA:

Lana Brennan, Catherine Riihimaki, Alison Grantham, Laura Brasher
CTAA - No report

Ad-hoc Committee for Superintendent Search:

Laura Brasher, Lana Brennan, Catherine Riihimaki, Jennifer Kaltenbach - No Report

OLD BUSINESS:

- Ms. Grant asked about a January meeting where action was taken in error, and how it could be fixed? Dr. Cone said the Board will make a motion with the correct language to ensure it falls in line with policy.
- Ms. Grant asked some outstanding budget questions. While some were resolved, she will resend the outstanding inquiries.
- Ms. Grant asked for clarification of confidential versus not confidential. Mr. Vito Gagliardi said it depends on the situation. Some confidences must be kept and not discussed or shared in public. Information that does need to be made public will be made so when the Board takes action on an item. A list was discussed, and the response was that committee members may share information with other Board members, and remain confidential until action is taken.
- Ms. Grant asked about several requests to Ms. Brennan, who said she will email her and will discuss other matters with the Business Office staff for their recommendation.
- Ms. Kaltenbach asked about how state funding cuts will be addressed in the district. Dr. Cone said the initial loss was budgeted at \$130,000 but a new figure is slightly greater at \$155,000. More information will be known in August.

NEW BUSINESS:

Ms. Brennan said a survey was completed by all board members regarding the use of the Committee of the Whole structure.

- Many expressed their support for the new structure as it improves transparency and communications and some said they would like to evolve and include a point person on some topics to allow for more in depth conversations.
- Ms. Grant listed several reasons why she did not support the committee of the whole structure. Others disagreed.
- Ms. Brennan said she would reach out to Gwen Thornton from NJSBA regarding hybrid models and how to make this structure work with the various suggestions provided.
- Ms. Brooks said she met with Boy Scouts recently, and they had questions regarding reopening. She suggested the group be included in the reopening committee given their interest.
- Ms. Grantham shared that NJSBA had a recent publication regarding a communication code of conduct. Included was a list of suggested protocols, one of which is turning on cameras during the meetings. Ms. Brennan said the list will be shared with all members.

SECOND RECOGNITION OF THE PUBLIC:

- Catherine Law, 117 Westchester Terrace, Annandale, commented on past Board discussions about utilizing communications more efficiently, especially when legal counsel is present. She thanked the current board for their transparency and for settling the contract quickly.

- Penny McFadden, Speech Language Specialist, Round Valley School thanked the board for their hard work and dedication and expressed support for more community involvement
- Brian Fletcher, 31 Summit Court in Annandale commented on the committee of the whole discussions
- Stephanie Fletcher, 31 Summit Court in Annandale commented on world language curriculum
- Carol Johnson, 9 Sunrise Circle, Clinton commented on the committee of the whole structure, standard days to meet, and expressed thanks to teachers for their hard work

Ms Brennan said the special meeting would not be held on this day.

EXECUTIVE SESSION:

Motion made by Dr. Riihimaki, seconded by Dr. Grantham, to move to Executive Session at 9:42 p.m.

By consensus: 9 Ayes; 0 Nays; 0 Abstain; 0 Absent. Motion carried.

RECONVENE TO PUBLIC SESSION:

Motion made by Dr. Riihimaki, seconded by Ms. Grantham, to reconvene to Public Session at 11:16 p.m..

By consensus: 9 Ayes; 0 Nays; 0 Abstain; 0 Absent. Motion carried.

ADJOURNMENT:

Action 20-AJ-018:

Motion made by Ms. Grantham, seconded by Ms. Kaltenbach, to adjourn the meeting of the Clinton Township Board of Education at 11:16 PM (time).

By consensus: 9 Ayes; 0 Nays; 0 Abstain; 0 Absent.

Respectfully Submitted,



Mark Kramer
School Business Administrator/Board Secretary

Board of Education Approved: September 21, 2020