

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES

**Regular Meeting November 21, 2016 at 7:30 PM
Clinton Township Middle School Auditorium**

CALL TO ORDER: Maria Grant called the meeting to order at 7:41 pm.

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 the annual public notice on January 7, 2016.

- 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

Board Members:

Present: Maria Grant, President
Rachel McLaughlin, Vice President, left at 9:31 pm
Gina Hand
Maria McHugh
Alissa Olawski
Yehara Raddalgoda
John Patuto
Kevin Sturges

Not Present: Susan Vanderoef

Present: *District Administrators:*
Dr. Gina Villani, Superintendent of Schools
Mr. Anthony Juskiewicz, Business Administrator/Board Secretary

Also Present: Vito Gagliardi, Esq., Board Attorney

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

PROCESS GUARDIAN: Gina Hand was appointed Process Guardian.

REPORT OF THE SUPERINTENDENT OF SCHOOLS
Action Items 17-SU-009

Dr. Villani will present the following to the Board of Education:

1. Enrollment Report - 1,336
2. Suspension Report - N/A
3. HIB Reports
4. Monthly Report

Dr. Villani shared that both Patrick McGaheran and Spruce Run Schools both celebrated Halloween with parades and parties in their buildings. She noted that they are in the process of appointing the 8th graders with activities and transitions for the high school. There was an orientation at the high school on November 2nd and there was an additional transition meeting for students and parents on November 15th. She shared that on November 23rd the First Grade classes will hold an event to perform songs and poems and welcomed all to attend. She gave a reminder that the NJ Child Assault Program for Kindergarten students will take place the week of December 5th and a parent information night on November 30th at 7pm will be held in the Spruce Run library.

Action 17-SU-009:

***BE IT RESOLVED** that the Board of Education accepts the enrollment, suspension and HIB reports of the Superintendent as presented.*

Motion by G. Hand, Seconded by Y. Raddalgoda. The Board adopts resolution 17-SU-009 on a roll call vote as follows: ayes 8; nays: 0; abstain: 0; absent: 1.

PRESIDENT'S COMMENTS/REPORT

Mrs. Grant stated that each year the members of the Board of Education are required to receive ethics training and this year that training will be provided by Mr. Gagliardi, Board Attorney.

Ethics training was then provided by Vito Gagliardi, Board Attorney.

PUBLIC COMMENTS – AGENDA ITEMS ONLY

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #9322 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

None.

FIRST RECOGNITION OF THE PUBLIC

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #9322 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

None.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Action Items 17-BA-011 through 17-BA-014

Informational:

- The date of the Board of Education's next regular meeting is scheduled for Monday, December 19, 2016 at 7:30 p.m., in the Auditorium of Clinton Township Middle School.

Action 17-BA-011:

BE IT RESOLVED that the Board of Education hereby approves the following Board Meeting minutes and Executive Session minutes for:

Minutes

October 24, 2016

Executive Session

October 24, 2016

Action 17-BA-012:

BE IT RESOLVED that the Board of Education hereby approves the Board Secretary and Treasurer's Reports for the periods ending July 31, 2016, August 31, 2016, September 30, 2016 and October 31, 2016.

Action 17-BA-013:

BE IT RESOLVED that the Board of Education hereby approves the line item transfers for the period ending July 31, 2016, August 31, 2016, September 30, 2016 and October 31, 2016.

Action 17-BA-014:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A: 23A-16.10 (c) 3 does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23A-16.10 (a);

BE IT FURTHER RESOLVED that the Superintendent of Schools recommends that the Clinton Township Board of Education accept the monthly financial reports of the Secretary and Treasurer of School Monies for the month(s) of July 2016, August 2016, September 2016 and

October 2016; and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10 (b), and that as of this report sufficient funds are available to meet the district's financial obligations for the remainder of the year.

Motion by J. Patuto, Seconded by G. Hand. The Board adopts resolution 17-BA-011 on a roll call vote as follows: ayes 6; nays: 0; abstain: 2; absent: 1. The Board adopts resolution 17-BA-012 through 17-BA-014 on a roll call vote as follows: ayes 8; nays: 0; abstain: 0; absent: 1.

COMMITTEE REPORTS

FACILITIES/FINANCE:

John Patuto - Chair; Maria Grant, Maria McHugh & Alissa Olawski

Action Items 17-FF-106 - through 17-FF-121

Action 17-FF-106:

BE IT RESOLVED that the Board of Education hereby approves the payment of bills in the amount of \$2,868,097.29 for the period ending October 31, 2016.

Action 17-FF-107:

BE IT RESOLVED that the Board of Education hereby approves the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy #9250 "Expenses and Reimbursements." 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: \$0.31.

Employee/School	Program Title/Location	Date	Cost	Mileage	Lodging/Meals
Tina Rockafellow	49th Annual Conference on Reading and Writing New Brunswick, NJ	10/28/2016	\$165.00	OMB	N/A
Ellen Jacobsen	Legal Liability & Athletics Glen Gardner, NJ	12/16/2016	\$150.00	OMB	N/A
Melissa Goad	Update for NJ ABBR Act & Lawful Mgmt of HIB Records Lodi, NJ	2/19/2017	\$159.00	OMB	N/A

Patricia Comly Courtney Hauck	Writing PARCC-Like Questions 6-12 New Brunswick, NJ	2/22/2017	\$195.00 Per person	OMB	N/A
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Action 17-FF-108:

BE IT RESOLVED that the Board of Education hereby acknowledges 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>
Stephanie Snyder	Differentiated Learning: How to Teach Varying Ability Levels	Colorado State University - Pueblo	Spring 2017
Michele Cone	Administering Educational Technology Programs	Centenary University	Spring 2017
Michele Cone	Critical Thinking, Moral Education and Ethics	Centenary University	Spring 2017

Action 17-FF-109:

BE IT RESOLVED that the Board of Education hereby amends prior motion 17-FF-017 (July 25, 2016) to approve a change in the Basic portion of submission of the FY17 IDEA-B Grant from \$389,559 to \$324,229. The updated grant submission is as follows:

Basic	\$324,229.00
Basic Non-Public	\$ 65,330.00
Preschool	\$ 12,375.00

Action 17-FF-110:

BE IT RESOLVED that the Board of Education hereby amends prior motion 17-FF-077 (October 24, 2016) to reflect a change in the amount of stale/outstanding check #1094 from \$27.40 to \$12.40.

Action 17-FF-111:

BE IT RESOLVED that the Board of Education hereby approves the 2016/2017 Non-Public Security Aid Services Agreement with (HCEC) Hunterdon County Educational Services Commission with an 8% administrative fee and a cost \$1,612.00

Action 17-FF-112:

BE IT RESOLVED that the Board of Education hereby approves a contract with Houghton Mifflin Harcourt for Go Math program for ThinkCentral on line component in the amount of \$49,026 for a two year contract, with \$24,513 payable in 2017/18 and \$24,513 payable in 2018/19.

Action 17-FF-113:

BE IT RESOLVED that the Board of Education hereby approves charging a \$125 per person fee to outside districts to attend the Wilson Language Training professional development workshops on November 4 and 18, 2016.

Action 17-FF-114:

BE IT RESOLVED that the Board of Education hereby accepts the following 2016/17 Aid:

Non-Public Security Aid for \$20,150.00

Action 17-FF-115:

BE IT RESOLVED that the Board of Education approves training with First Aid/CCR LLC for a total of 30 district staff members to participate in CPR/AED Certification/Recertification at a cost of \$35 per person on October 25 & 26, 2016.

Action 17-FF-116:

BE IT RESOLVED that the Board of Education hereby approves one day of professional development training "Using PARCC Data to Improve Teaching and Learning" with the Foundation for Education Administration, Inc. on November 3, 2016 in the amount of \$2,050.00.

Action 17-FF-117:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or 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 wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

*Capital Reserve – actual amount deposited \$513,828
Maintenance Reserve – actual amount deposited \$200,000*

Action 17-FF-118:

BE IT RESOLVED that the Board of Education hereby approves the following payment applications for the exterior envelope improvements at various schools as follows:

<u>Payment Application #</u>	<u>Payee</u>	<u>Amount</u>
2	Spartan Construction, Inc.	\$103,645.00

Action 17-FF-119:

BE IT RESOLVED that the Board of Education hereby approves the following payment applications for the WWTP Phase II Improvement Project as follows:

<u>Payment Application #</u>	<u>Payee</u>	<u>Amount</u>
4	Ray Palmer, Associates	\$85,260.00

Action 17-FF-120:

BE IT RESOLVED that the Board of Education hereby approves a contract for one day of professional development training with FEA (Foundation for Educational Administration) to provide training in School Law Policy & Procedures Review on December 20, 2016 at a cost of \$1,000.

Action 17-FF-121:

BE IT RESOLVED that the Board of Education hereby approves a transfer from the capital projects fund to the capital reserve fund in the amount of \$74,155.23, as per the auditor's recommendation.

Motion by J. Patuto, Seconded by G. Hand. The Board adopts resolution 17-FF-106 on a roll call vote as follows: ayes 7; nays: 0; abstain: 1; absent: 1. The Board adopts resolution 17-FF-107 through 17-FF-110 on a roll call vote as follows: ayes 8; nays: 0; abstain: 0; absent: 1. The Board adopts resolution 17-FF-111 and 17-FF-112 on a roll call vote as follows: ayes 6; nays: 0; abstain: 2; absent: 1. The Board adopts resolution 17-FF-113 through 17-FF-121 on a roll call vote as follows: ayes 8; nays: 0; abstain: 0; absent: 1.

PERSONNEL NEGOTIATIONS:

**Personnel: Susan Vanderoef – Chair; Maria Grant, Gina Hand & Alissa Olawski
Negotiations: Maria Grant- Chair; Alissa Olawski, John Patuto & Gina Hand
Action Items 17-PN-089 through 17-PN-100**

PLEASE NOTE THAT ALL STAFF APPOINTMENTS ARE AT THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS AND THAT ALL SALARIES ARE PRO-RATED TO THE EFFECTIVE DATE OF EMPLOYMENT AND WITHIN THE CURRENT SCHOOL BUDGET.

Action 17-PN-089:

BE IT RESOLVED that the Board of Education hereby amends prior motion 16-PN-213 (May 9, 2016) to increase **Dr. Deborah Grefe** of Grefe Consultancy LLC, as Interim Director of Curriculum from 3 days per week at \$500 per diem to 4 days per week at \$500 per diem for the 2016-2017 school year.

Action 17-PN-090:

BE IT RESOLVED that the Board of Education hereby amends prior motion 17-PN-016 (July 25, 2016) to reflect a change for co-curricular advisors for Video Journalism/Online News with a total stipend of \$4,700 to be split as follows:

Diane Cormican \$2,700
Dean Greco \$2,000

Action 17-PN-091:

BE IT RESOLVED that the Board of Education hereby approves **Vicki Stamets** to provide home instruction for the 2016/2017 school year on an as needed basis, at an hourly rate of \$28.62 per hour.

Action 17-PN-092:

BE IT RESOLVED that the Board of Education hereby accepts, with regret, the resignation of **Kristina Kroll**, District Speech Language Specialist, effective January 1, 2017.

Action 17-PN-093:

BE IT RESOLVED that the Board of Education hereby approves the request for a Family Leave of Absence for **Lisa Miller**, SRS Teaching Assistant, for the period beginning November 16, 2016 through or before December 23, 2016.

Action 17-PN-094:

BE IT RESOLVED that the Board of Education hereby approves the request for Disability Leave of Absence for **Julie Snee**, SRS Teacher – Grade 1, for the period beginning November 15, 2016 through November 29, 2016.

Action 17-PN-095:

BE IT RESOLVED that the Board of Education hereby amends prior motion 16-PN-258 (June 20, 2016) to reflect a change of the end date for **Mitsa Efthimiou-Lasky**, SRS Lunch Aide, Disability Leave from November 2, 2016 to November 15, 2016.

Action 17-PN-096:

BE IT RESOLVED that the Board of Education hereby amends prior motion 17-PN-073 (October 24, 2016) to reflect a change of the Disability Leave of Absence return date for **Daniel Gorman**, Assistant Supervisor Building and Grounds, from returning on or before November 23, 2016 to returning on or before November 30, 2016.

Action 17-PN-097:

BE IT RESOLVED that the Board of Education hereby approves **Karen Sinagra** to provide up to one hour of Occupational Therapy services to SID #7415091886 beginning October 25, 2016 until December 16, 2016 to be paid at her hourly rate of pay of \$61.70.

Action 17-PN-098:

BE IT RESOLVED that the Board of Education hereby approves Student Teacher, **Christian Krommenhoek**, for up to 15 hours of observation with Kaitlyn Vona between December 15 and December 23, 2016.

Action 17-PN-099:

BE IT RESOLVED that the Board of Education hereby approves **Elaine Russo** of E.C. Russo Educational Services, LLC to provide Multi Sensory Reading Instruction for SID #5345909252 up to 5 hours a week, at \$100 per hour, beginning November 29, 2016 until the end of the 2017 school year.

Action 17-PN-100:

BE IT RESOLVED that the Board of Education hereby approves the following individual as Co-Curricular Club Advisor for the 2016/17 school year, with stipend as per negotiated agreement:

CO-CURRICULAR CLUB		
Activity	Stipend	Employee
<i>Drama Director</i>	<i>\$2,120</i>	<i>Robyn Stein</i>

Motion by R. McGlauchlin, Seconded by Y. Raddalgoda. The Board adopts resolution 17-PN-089 on a roll call vote as follows: ayes 7; nays: 0; abstain: 1; absent: 1. The Board adopts resolution 17-PN-090 through 17-PN-100 on a roll call vote as follows: ayes 8; nays: 0; abstain: 0; absent: 1.

POLICY/CURRICULUM

Rachel McLaughlin – Chair; Maria McHugh, Kevin Sturges & Yehara Raddalgoda
Action Items 17-PC-025 through 17-PC-028

Action 17-PC-025:

BE IT RESOLVED that the Board of Education hereby approves the Nursing Services Plan for the 2016/17 school year.

Action 17-PC-026:

BE IT RESOLVED that the Board of Education hereby approves the second reading and adoption of the following policies and regulation, as presented to the Board on October 24, 2016 as follows:

Policy

3514.1 School Furnished Electronic Device Distribution and Use (Revised)
 6171.4 Special Education (Revised)

Regulation

3514.1 School Furnished Electronic Device Distribution and Use (Revised)

Action 17-PC-027:

BE IT RESOLVED that the Board of Education hereby approves the following field trips (costs are funded through the Board of Education):

<i>Date</i>	<i>Destination</i>	<i>Grade/Group</i>	<i>Teacher</i>
<i>December 15, 2016</i>	<i>Walmart & Frank's Pizza Clinton, NJ</i>	<i>All-Stars,LLD,CBI CTMS & RVS</i>	<i>Ms.Portland, Ms.Tepper & Ms.Calo</i>
<i>January 26, 2017</i>	<i>ShopRite & McDonald's Clinton, NJ</i>	<i>All-Stars,LLD,CBI CTMS & RVS</i>	<i>Ms.Portland, Ms.Tepper & Ms.Calo</i>
<i>March 23, 2017</i>	<i>ShopRite & Cracker Barrel Clinton, NJ</i>	<i>All-Stars,LLD,CBI CTMS & RVS</i>	<i>Ms.Portland, Ms.Tepper & Ms.Calo</i>
<i>May 25, 2017</i>	<i>ShopRite & Towne Restaurant Clinton, NJ</i>	<i>All-Stars,LLD,CBI CTMS & RVS</i>	<i>Ms.Portland, Ms.Tepper & Ms.Calo</i>

Action 17-PC-028:

BE IT RESOLVED that the Board of Education hereby approves the following field trips (costs are funded through outside sources):

<i>Date</i>	<i>Destination</i>	<i>Grade/Group</i>	<i>Teacher</i>
<i>Spring 2017</i>	<i>Red Mill Clinton, NJ</i>	<i>Grade 2</i>	<i>Ms. Newgarde</i>

Motion by R. McLaughlin, Seconded by M. McHugh. The Board adopts resolution 17-PC-025 through 17-PC-028 on a roll call vote as follows: ayes 8; nays: 0; abstain: 0; absent: 1.

FEASIBILITY OF SCHOOL CLOSING

Maria Grant – Chair; Susan Vanderoef, Yehara Raddogada & Rachel McLaughlin

None.

OLD BUSINESS

None.

NEW BUSINESS

R. McLaughlin - NJASBO - the next meeting will be November 30, 2016 at the Holland Brook School and the topic will be school funding. She noted that she had been reading the newspaper and as marking periods have ended schools have posted their honor rolls. She believes our Middle School students should be recognized for their academic achievements and requests the Superintendent to look into that possibility.

K. Sturges - Governor's Town Hall Meeting was held last month at the Fire Department on Beaver Avenue. The topic was school funding and how abbott districts receive more funding. The Governor would like to change this.

SECOND RECOGNITION OF THE PUBLIC

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #9322 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

Lana Brennan - North Hunterdon High School has released the school calendar and is hopeful that Clinton Township School District does not start school earlier. She would like the start to be after Labor Day.

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, any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. Subject to the balancing the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 NJ 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is personnel, and

WHEREAS, any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body. The collective bargaining contract discussed is between the Clinton Township Board of Education and the Clinton Township Administration Association and the Clinton Township Board of Education and the Clinton Township Education Association and

WHEREAS, any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. The nature of the matter, described as specifically as possible without undermining the need for confidentiality is attorney-client privilege, personnel and negotiations;

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

Time: 8:37 pm

Motion by R. McLaughlin, Seconded by G. Hand. The resolution was adopted on a roll call vote as follows: ayes 8; abstain 0; nays 0; absent 1.

***BE IT RESOLVED** that the Board of Education hereby approves reconvening the regular Board meeting.*

Time: 9:41 pm

Motion by G. Hand, Seconded by J. Patuto. The resolution was adopted on a roll call vote as follows: ayes 7; abstain 0; nays 0; absent 2 .

ADJOURNMENT

Action 17-AJ-005:

***BE IT RESOLVED** that the Board of Education hereby adjourns this meeting.*

Time: 9:42 pm

Motion by Y. Raddalgoda, Seconded by A. Olawski. The resolution was adopted on a roll call vote as follows: ayes 7; abstain 0; nays 0; absent 2 .

Respectfully Submitted,




Anthony Juskiwicz
Business Administrator/Board Secretary

Minutes Prepared: 11/23/16

Minutes remain unofficial until Board of Education approval.

Board of Education Approved:



Maria Grant, President

12-19-16

Date