

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
Regular Meeting - October 25, 2021 at 7:30 p.m.  
Clinton Township Middle School Auditorium**



**CALL TO ORDER:** Ms. Brennan called the meeting to order at 7:31 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 August 9, 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.
- d. Please note that this meeting will be streamed.

**ROLL CALL:**

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

**Also present were the following administrators:**

Dr. Ruberto, Superintendent of Schools

Mr. Kramer, School Business Administrator/Board Secretary

**PLEDGE OF ALLEGIANCE:** Ms. Emery led the Board in the Pledge of Allegiance.

**BOARD PRESIDENT'S COMMENTS/REPORT**

- National Principals Month
- US News Best Middle School award
- NJSBA annual workshop this week.
- Follow-up to last month's public comments
  - Critical race theory not part of curriculum
  - No funding by CDC
- No comments were received this month
- Acknowledgment of Dr. Grantham's resignation as board member
- How to apply to become a Board Member vacancy details

**SUPERINTENDENT'S REPORT:**

- US News and World Report
  - Clinton Township Middle School - U.S. News Best Middle School.
- Acknowledgment
  - Thank you for the conversations
  - PTA Book Fairs
  - October 2 Custodian Day
  - Principals' Month - October
  - Transportation
- Information
  - Budget Process
  - Structure of the District
  - Policy
    - Policy 2422 – PE/Health
  - School Security Plan
  - The Road Forward
  - Curriculum
  - Social and Emotional Learning
- State Constitution
  - Equality in education
  - Equity in education
- N.J.A.C. 6A:7, Managing for Equality and Equity in Education

**FIRST RECOGNITION OF THE PUBLIC:**

- Ms. Johnson, 9 Sunrise Circle, Clinton, NJ, expressed thanks to the board and staff for keeping students safe.

**BOARD ACTION:**

Mr. Kramer reported on behalf of the board in support of the following resolutions.

**Ms. Brennan requested a motion and a second on the following resolutions, 22-BA-013 through 22-BA-014.**

**22-BA-013 APPROVE MEETING MINUTES FOR THE MONTH OF SEPTEMBER 2021**

**22-BA-014 APPROVE ACCEPT DONATION OF BOOKS**

**Action Item 22-BA-013**

**APPROVE MEETING MINUTES FOR THE MONTH OF SEPTEMBER 2021**

**Motion to approve** the following list of board meeting minutes:

- September 27, 2021 - Regular Meeting
- September 27, 2021 - Executive Session Meeting

**Action Item 22-BA-014**

**APPROVAL TO ACCEPT DONATION OF BOOKS**

**Motion to accept**, with gratitude, the donation of books by Nina Couselo, worth an approximate value of \$250, for the district.

**Board of Education Roll Call Vote on Action Items 22-BA-013 though 22-BA-014**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>				2nd	Motioned			
<b>Aye</b>	X	X	X	X	X	X	X	22-BA-013
<b>Nay</b>								
<b>Abstain</b>								22-BA-014
<b>Absent</b>								

**22-BA-013: 8 Yes Votes - Motion Carries**

**22-BA-014: 7 Yes Votes, 1 Abstention - Motion Carries**

**FACILITIES/FINANCE:**

**Dr. Brasher - Chair; Ms. Brennan**

Dr. Brasher reported on behalf of the Facilities & Finance committee in support of the following resolutions. The Facilities & Finance committee met on October 21st and discussed the resolutions on the agenda, emergency management plan, Spruce Run School plan, substitute teachers, and Work Family Connection. The district closed on the December 2011 bond series, saving taxpayers approximately \$1.5 million dollars over the remaining life of the bond. The auditors recently completed

their field work, commenting on improvements over prior year audits. Dr. Brasher provided updates on building projects.

**Ms. Brennan requested a motion and a second on the following resolutions, 22-FF-028 through 22-FF-037.**

- 22-FF-028 APPROVAL OF BILL LIST**
- 22-FF-029 ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS**
- 22-FF-030 APPROVAL OF TRANSFERS**
- 22-FF-031 APPROVAL OF REVISED MAXIMUM SPENDING LEVELS**
- 22-FF-032 APPROVE SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**
- 22-FF-033 AMEND PRIOR ACTION ITEM 21-FF-077: REVISED FACILITY USE FEE SCHEDULE**
- 22-FF-034 APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH HUNTERDON COUNTY ESC: ADDITIONAL BUS AIDES ON IN-DISTRICT ROUTES**
- 22-FF-035 APPROVAL OF CHANGE ORDER DISTRICT SECURITY UPGRADES**
- 22-FF-036 APPROVE USE OF 2020-2021 EXTRAORDINARY STATE AID FOR 2021-2022 APPROPRIATIONS**
- 22-FF-037 RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF CLINTON IN THE COUNTY OF HUNTERDON, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH A PROPOSED SCHOOL FACILITIES PROJECT**

**Action Item 22-FF-028**

**APPROVAL OF BILL LIST**

**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 September 28, 2021 through October 25, 2021 is being presented to the board with the recommendation that they 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 \$2,774,495.44; 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	\$2,772,383.94
Food Service Account	2,111.50
<b>TOTAL</b>	<b>\$2,774,495.44</b>

**Action Item 22-FF-029**

**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 August 31, 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 August 31, 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 22-FF-030**

**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 2021-2022 through August 31, 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 22-FF-031**

**APPROVAL OF REVISED MAXIMUM SPENDING LEVELS**

**WHEREAS**, pursuant to N.J.A.C. 6A:23A:5.2(a), the board establishes for travel, public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

**WHEREAS**, during the 2021/2022 budget process, the board established, in part, the following maximums:

SERVICE	NOT TO EXCEED
Legal	\$65,000
Professional Development	\$60,000

**WHEREAS**, administration has determined that there is a need to increase these maximums based on current budget projections;

**NOW THEREFORE BE IT RESOLVED**, that pursuant to N.J.A.C. 6A:23A:5.2(a), the board adjusts the previously approved maximums for legal and professional development services to the following maximum level of spending for the 2021/2022 school year:

SERVICE	NOT TO EXCEED
Legal	\$175,000
Professional Development	\$95,000

**BE IT FURTHER RESOLVED**, that the Administration needs to notify the Board if there arises a need to exceed these said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action.

**Action Item 22-FF-032**

**APPROVE SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

**WHEREAS**, the Department of Education requires New Jersey School Districts to annually submit a three-year maintenance plan documenting the “required” maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities as listed on the attached document for the various school facilities of the Clinton Township School District are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

**WHEREAS**, specific proposed expenditures will be subject to the compliance of New Jersey's purchasing requirements prior to the commitment of any funds, and

**NOW THEREFORE BE IT RESOLVED** that, the Clinton Township School District hereby authorizes the School Business Administrator/Board Secretary to submit the Comprehensive Maintenance Plan for the Clinton Township Board of Education in compliance with Department of Education requirements.

**Action Item 22-FF-033**

**AMEND PRIOR ACTION ITEM 21-FF-077: REVISED FACILITY USE FEE SCHEDULE**

**Motion to amend** prior Action Item 21-FF-077, approved on June 28, 2021, to use the following revised costs for facility use during the 2021/2022 school year, effective October 26, 2021.

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

**Action Item 22-FF-034**

**APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH HUNTERDON COUNTY ESC: ADDITIONAL BUS AIDES ON IN-DISTRICT ROUTES**

**Motion to approve** the 2021/2022 Joint Transportation route agreement with the **Hunterdon County Educational Services Commission** serving as the Lead Educational Authority and Host District, with additional bus aide costs as follows:

Route Number	Destination	Cost
CM03	Clinton Twp. Middle School - Aide	\$ 9,207.00
CM13	Clinton Twp. Middle School - Aide	9,207.00
CM14	Clinton Twp. Middle School - Aide	9,207.00
CR01	Round Valley School - Aide	9,207.00
CR07	Round Valley School - Aide	9,207.00
CP04	Patrick McGaheran School-Aide	9,207.00
CP08	Patrick McGaheran School-Aide	9,207.00
CP10	Patrick McGaheran School-Aide	9,207.00
<b>Total Cost Not to Exceed:</b>		<b>\$73,656.00</b>

#### **Action Item 22-FF-035**

#### **APPROVAL OF CHANGE ORDER DISTRICT SECURITY UPGRADES**

**WHEREAS**, on June 28, 2021, the Clinton Township Board of Education awarded a contract to Open Systems Integrators Inc. for upgrading and expanding the districts security camera system (CTMS, PMG, RVS) in the total contract lump sum of \$191,886.00; and

**WHEREAS**, administration has determined a need for and is recommending to the board the following change order:

- Change order #1 in the amount of \$5,400 to modify the purchasing of nine (9) network switches that are not available until April 2022 to nine (9) network switches that are currently available for the project.

**WHEREAS**, below is an accounting of the contract and allowances inclusive of change order 1:

Original Contract Amount Including Allowances		\$ 191,886.00
Total General Allowances Included in Contract	\$ -	
Change Orders Affecting Allowances		
Change Order #1	\$ -	
Unused Allowances		\$ -
Change Orders Not Affecting Allowances		
Change Order #1	5,400.00	
Total Change Orders Not Affecting Allowances		5,400.00
Adjusted Contract Balance		<u>\$ 197,286.00</u>



**NOW, THEREFORE BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Clinton Board of Education approves the following change order:

- Change order #1 in the amount of \$5,400.00 to purchase nine (9) network switches that are currently available for the project; and

**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 22-FF-036**

**APPROVE USE OF 2020-2021 EXTRAORDINARY STATE AID FOR 2021-2022 APPROPRIATIONS**

**WHEREAS**, the Clinton Township Board of Education has received Extraordinary Aid revenues for the 2020-2021 fiscal year in the amount of \$1,368,114; and

**WHEREAS**, the Department of Education allows districts to appropriate these funds in the next fiscal year (2021-2022) without Commissioner approval, and

**WHEREAS**, the district has determined that there is a need for the use of these funds for underfunded/unexpected expenditures which developed after the 2021-2022 budget process was completed relating to an increase in replacement teachers, additional 1:1 aides and market conditions relating to capital projects for the HVAC systems at the Round Valley School and the Patrick McGaheran School; and

**BE IT RESOLVED**, that the Clinton Township Board of Education hereby approves the a portion of the revenues that are available from the 2020-2021 Extraordinary Aid in the amount of \$511,462 and to appropriate said funds in the 2021-2022 budget for the various anticipated expenditures listed below, which needs were determined after the 2021-2022 budget process was completed, and

<b>Account Description</b>	<b>Amount</b>
Capital Projects	\$271,462
Extraordinary Services – 1:1 Aides	115,000
Leave Replacement Teachers	125,000
Total	\$511,462

**BE IT FURTHER RESOLVED**, such appropriation shall be consistent with guidance and direction as provided by the Commissioner of Education and the Department of Finance.

**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 process this action on behalf of the Clinton Township Board of Education with regard to exercising the intent of this resolution.

**Action Item 22-FF-037**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF CLINTON IN THE COUNTY OF HUNTERDON, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH A PROPOSED SCHOOL FACILITIES PROJECT**

**WHEREAS**, The Board of Education of the Township of Clinton in the County of Hunterdon, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby), seeks to submit to the voters a school facilities project (the “Project”) consisting generally of the HVAC Upgrade project at the Patrick McGaheran School and the Gym & Cafeteria HVAC Upgrade projects at the Round Valley School;

**WHEREAS**, the School District will seek Debt Service Aid with respect to the Project; and

**WHEREAS**, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) a special School District election at which a bond referendum authorizing the Project shall be presented to the voters.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF CLINTON IN THE COUNTY OF HUNTERDON, NEW JERSEY**, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board hereby approves the preparation of Schematic Plans and Educational Specifications, if required, by Parette, Somjen Architects (“PSA”) in connection with the Project and the Board further authorizes and directs DRG to submit same to the New Jersey Department of Education and to the Somerset County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Clinton Township Planning Board for its review, to the extent required by law.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board hereby approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board hereby approves the Project Application, and PSA is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board hereby authorizes and directs the Board President, the Superintendent and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, PSA and Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Project to the voters via a bond referendum at a special School District election to be held on March 8, 2022.

Section 6. This resolution shall take effect immediately.

#### **Board of Education Roll Call Vote on Action Items 22-FF-028 through 22-FF-037**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>	2nd					Motioned		
<b>Aye</b>	X	X	X	X	X	X	X	X
<b>Nay</b>								
<b>Abstain</b>								
<b>Absent</b>								

**Action Items 22-FF-028 through 22-FF-037: 8 Yes Votes - Motion Carries**

#### **PERSONNEL:**

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

Mr. Hornick reported on behalf of the Personnel committee in support of the following resolutions. The Personnel committee met on October 20th and discussed the following resolutions, a crisis team, unaffiliated contracts, substitute teachers, and bringing back the daily screener.

**Ms. Brennan requested a motion and a second on the following resolutions, 22-P-042 through 21-P-053.**

#### **Action Item 22-P-042**

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

<b>Name</b>	<b>Position</b>	<b>Guide</b>	<b>FTE</b>	<b>Effective Date</b>	<b>Annual Salary (Based on 1.0 FTE)</b>	<b>Tenure Date</b>	<b>PCR#</b>
Cohen, Katherine	Teaching Assistant	BA, Step 15	1.0	On or about 11/8/2021 - 6/30/2022	\$32,010.00	N/A	0000240

Smith, Deborah	Lunch/Recess Aide	N/A	0.3 FTE	10/18/2021 - 6/30/2022	\$13.00 per hour	N/A	0000021
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**Action Item 22-P-043**

**Motion to approve** the following substitute(s) for the 2021-2022 school year:

Substitute Teacher(s)	Daily Rate	Effective Date
Engelhardt, Sandra	\$140.00	10/20/2021
Gasalberti, Marisa	\$140.00	10/21/2021
Rothrock, Rachel	\$140.00	10/8/2021
Sostorecz, Theresa	\$140.00	10/8/2021

Substitute Nurse(s)	Daily Rate	Effective Date
Karalevich, Priscila	\$200.00	10/26/2021

**Action Item 22-P-044**

**Motion to approve** the following transfers:

Name	From Position/Location/PCR	To Position/Location/PCR	Effective Date
Filus, Joanne	STEM Teacher/RVS/0000207	Gr. 4 General Education ICS/RVS/0000210	10/4/2021
Simonelli, Susan	Gr. 4 General Education ICS/RVS/0000210	Gr. 4 Special Education, ICS/0000071	10/4/2021

**Action Item 22-P-045**

**Motion to amend** the leave of absence for the following employee(s):

Employee ID#	Original LOA Dates	Revised LOA Dates	Return to Work Date	PCR#
98122791	9/15/2021 - 10/6/2021	9/15/2021 - 11/1/2021	On or about 11/2/2021	0000077
77305985	10/28/2021 - 2/25/2022	10/11/2021 - 2/4/2022	2/7/2022	0000120

**Action Item 22-P-046**

**Motion to amend** the start date for the following new hires:

Employee	Position	Original Start Date	New Start Date	PCR#
Graham, Jennifer	Leave Replacement Teacher	10/28/2021 - 2/28/2022	10/12/2021 - 2/8/2022	0000120

**Action Item 22-P-047**

**Motion to amend** the leave of absence for the following employee(s):

Employee ID#	Original LOA Dates	Revised LOA Dates	Return to Work Date	PCR#
11911567	8/26/2021 - 11/29/2021	8/26/2021 - 10/22/2021	10/25/2021	0000101

**Action Item 22-P-048**

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

Name	Position	Effective Date	PCR#
Burd, Heather	CST Secretary	11/15/2021	0000105
Siefert, Lisa	Nurse	12/10/2021	0000076

**Action Item 22-P-049**

**Motion to approve** the following advisors at Clinton Township Middle School for the 2021-2022 school year:

Sport/Club	Advisor/Coach	Stipend
Art Club Advisor	Kelly DiGioia	\$667.92
Cheerleading Coach	Kristina Knapp	\$2,448.60
Head Boys Basketball Coach	Ben Cozin	\$3,895.50
Head Girls Basketball Coach	Kelly Gallagher	\$3,311.70
Assistant Girls Basketball Coach	Martha Teixeira	\$2,114.70

**Action Item 22-P-050**

**Motion to approve** the following staff members as home instructors for the 2021-2022 school year at the contractual rate of \$30.05 per hour:

Name
Arthurs, Sara
Partridge, Jessica
Rosa, Stephanie

**Action Item 22-P-051**

**Motion to amend** the salary of the following employee:

Name	Original Placement	Original Salary	Amended Placement	Amended Salary	Effective Date
Wayne, Amanda	MA, Step M	\$70,275.00	MA+30, Step M	\$74,025.00	9/1/2021

**Action Item 22-P-052**

**BE IT RESOLVED**, that the Clinton Township Board of Education acknowledges receiving the following revised job description, in accordance with board policy 1400, Job Descriptions, which

requires the Superintendent to prepare, approve and disseminate job descriptions to the board, effective October 26, 2021:

- Contact Tracer

### **Action Item 22-P-053**

**Motion to approve** the following district employees as contact tracers for the 2021-2022 school year, to be paid at their contracted hourly rate:

<b>Name</b>	<b>Hourly Rate</b>
Davis-Diop, Carona	\$ 25.28
Fox (Nor), Michelle	\$ 30.21
Stanley, Heather	\$ 51.09

### **Board of Education Roll Call Vote on Action Items 22-P-042 through 22-P-053**

	<b>Dr. Brasher</b>	<b>Ms. Creighton</b>	<b>Ms. Emery</b>	<b>Mr. Hornick</b>	<b>Ms. Kaltenbach</b>	<b>Ms. Oliver</b>	<b>Dr. Riihimaki</b>	<b>Ms. Brennan</b>
<b>Motion</b>			Motioned		2nd			
<b>Aye</b>	X	X	X	X	X	X	X	X
<b>Nay</b>								
<b>Abstain</b>								
<b>Absent</b>								

### **8 Yes Votes - Motion Carries**

### **POLICY:**

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

Ms. Kaltenbach reported on behalf of the Policy committee. The Policy Committee met on October 20th and discussed the following resolutions and policies. Ms. Kaltenbach explained that the policies with an “(M)” are mandated, which we must accept and do not originate with the policy committee. She also explained first versus second reading and the process of moving policies from committee through final adoption.

**Ms. Brennan requested a motion and a second on the following resolutions, 22-PR-010 through 22-PR-011.**

### **Action Item 22-PR-010**

**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, regulations and bylaws at this Board Meeting on October 25, 2021:

- Policy 0145 Board Member Resignation and Removal (M)
- Policy 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M)
- Policy 2415.02 Title I – Fiscal Responsibilities (M)
- Policy 2415.05 Student Surveys, Analysis, and/or Evaluations (M)
- Policy 2415.20 Every Student Succeeds Act Complaints (M)
- Regulation 2415.20 Every Student Succeeds Act Complaints (M)
- Policy 2425 Emergency Virtual or Remote Instruction Program (M)
- Policy 3134 Assignment of Extra Duties
- Policy 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M)
- Policy 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures (M)
- Policy 6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest (M)
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants (M)
- Policy 6360 Political Contributions (M)
- Policy 8330 Student Records (M)
- Policy 9713 Recruitment by Special Interest Groups (M)

**FURTHERMORE, BE IT RESOLVED**, these policies and regulations shall be presented to the Board for adoption after a second reading at the November 22, 2021 Board Meeting.

**Action Item 22-PR-011**

**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 September 27, 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 October 25, 2021:

- Policy 1648.11 The Road Forward Covid-19 Health and Safety (M)
- Policy 1648.13 School Employee Vaccination Requirements (M)
- Regulation 7510 Use of School Facilities (M)

**Board of Education Roll Call Vote on Action Items 22-PR-010 through 22-PR-011**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>				Motioned			2nd	
<b>Aye</b>	X	X	X	X	X	X (with exceptions below)	X	X (with exception below)
<b>Nay</b>						Policy 1648.14, 1648.11, 1648.13		
<b>Abstain</b>								R7510
<b>Absent</b>								

**22-PR-010: Policy 1648.14 - 7 Yes Votes, 1 No Vote - Motion Carries**

**22-PR-010: Other Policies/Regulations - 8 Yes Votes - Motion Carries**

**22-PR-011: Regulation 7510 - 7 Yes Votes, 1 Abstention - Motion Carries**

**22-PR-011: Other Policies - 7 Yes Votes, 1 No Vote - Motion Carries**

**CURRICULUM:**

**Dr. Riihimaki - Chair; Mr. Hornick, Ms. Kaltenbach**

Dr. Riihimaki reported on behalf of the Curriculum committee in support of the following resolutions. The Curriculum Committee met on October 21st and discussed the following resolutions, extracurricular activities, and district goals.

**Ms. Brennan requested a motion and a second on the following resolutions, 22-CUR-023 through 22-CUR-027.**

**Action Item 22-CUR-023**

**Motion to approve** the following services for the 2021/2022 school year:

SERVICE	PROVIDER	DATE	COST
Teacher of the Deaf to attend an Initial IEP Meeting for SID #3760740199	Summit Speech	2021-2022 school year, total not to exceed 5 hours	\$250.00 per hour not to exceed \$1,250.00
Learning Consultant to administer Learning evaluations and participate in meetings	Hunterdon County ESC	2021/2022 school year	\$425 per evaluation, \$95.00 per hour to participate in meetings, Total cost not to exceed \$6,000
Parent Training	George Scott	2021-2022 school year	\$1,200.00



Professional Development for School Safety and Security Plan	Priority of Life	2021-2022 school year	\$1,500.00
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**Action Item 22-CUR-024**

**Motion to approve** the following travel expenditures:

Employee	Program Title/Location	Date(s)	Cost	Mileage	Lodging/ Meals
Claudia Cantelmi	Employment Law Forum	10/20/2021	\$0	\$17.57	\$0
Kerri Harbison	Wilson Reading System Introductory Course	12/6-12/8/2021	\$649.00	\$0	\$0
Michele LaFevre	NJASBO Workshop Classes	12/4/21 - 1/26/22 (Saturdays)	\$490.00	\$0	\$0
Allison Lefebvre	NJASP Winter Virtual Conference	12/10/2021	\$225.00	\$0	\$0
Mary Meyer	Wilson Reading System Introductory Course	12/6-12/8/2021	\$649.00	\$0	\$0

**Action Item 22-CUR-025****School Bus Emergency Evacuation Drill Statement for Board Minutes as stipulated by 6A:27-11.2**

**WHEREAS**, On Wednesday, October 13, 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,

**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;

**THEREFORE BE IT RESOLVED**, 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 Location	Principal (Who Supervised the Drill)	Date	Time	Route #
CTMS	Mr. Mason	10/13/2021	7:52 a.m.	All CTMS Routes

	Mr. Sylvester		& 9:02 a.m.	M01-M14 All Non-Riders
RVS	Mrs. Postma	10/13/2021	8:30- 9:00 a.m.	R01-R10 All Non-Riders
PMG	Mrs. Goad	10/13/2021	8:35 a.m. 12:45 p.m.	P01-P10 Prek a.m. Prek p.m. All Non-Riders

**Action Item 22-CUR-026**

**Motion to approve** to the Road Forward Health and Safety Guidance for the 2021-2022 School Year, as updated.

**Action Item 22-CUR-027**

**Motion to approve** the following “practicum” placement requests, at no cost to the district:

Student Name	School Attending	Request Type	Placement	Hours	Dates
Kellie Nicklus	Centenary University	Clinical Field Experience (teacher)	Katie Pill, PMG	2 full or 4 half days per week	8/30/2021-12/17/2021

**Board of Education Roll Call Vote on Action Items 22-CUR-023 through 22-CUR-027**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
Motion			2nd		Motioned			
						22-CUR-023 through 22-CUR-025 and 22-CUR-027		
Aye	X	X	X	X	X		X	X
Nay						22-CUR-026		
Abstain								
Absent								

**22-CUR-023 through 22-CUR-025 and 22-CUR-027: 8 Yes Votes - Motion Carries**

**22-CUR-026: 7 Yes Vote, 1 No Vote - Motion Carries**

**AD-HOC SUPERINTENDENT SEARCH COMMITTEE:**

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

Dr. Brasher gave an update:

- Stakeholder input is being reviewed.
- Input will be used to inform candidate selection.
- Job posting went out October 1 and applications are being received.

**OLD BUSINESS:**

- Mr. Hornick and the board discussed receiving public comments from virtual attendees. The F&F committee had discussed the high cost of equipment to support virtual comments. Mr. Hornick and Ms. Creighton spoke in favor of accepting chat comments from remote attendees. F&F committee will have further discussions. Ms. Oliver voiced concern with accepting chat comments due to the risk of miscommunication with any tone or speed of reading the comment with the time limit.

**NEW BUSINESS:**

- Ms. Oliver attended the September 30th Hunterdon County School Board meeting, with discussions about navigating public meetings and Hunterdon County governmental updates. Dr. Riihimaki also attended the virtual meeting.

**SECOND RECOGNITION OF THE PUBLIC:**

- Ms. Brennan asked if anybody was interested in speaking to the board and there were no requests made to speak from the public.

**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 HIB investigations.

**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 HIB investigations, wherein the length of time for the executive session is expected to be approximately 30 minutes, and upon returning, action may be taken.

**Action 22-AJ-012**

**Motion made** by Dr. Riihimaki, seconded by Ms. Kaltenbach, to move the meeting of the Clinton Township Board of Education into executive session at 8:26 p.m.

**By Consensus: 8 Ayes**

**RECONVENE TO PUBLIC SESSION:****Action 22-AJ-013**

**Motion made** by Dr. Riihimaki, seconded by Ms. Oliver, to move the meeting of the Clinton Township Board of Education out of executive session at 8:51 p.m.

**By Consensus: 8 Ayes**

**SUPERINTENDENT'S ACTION ITEMS:**

**Ms. Brennan requested a motion and a second on the following resolutions, 22-SU-003 through 22-SU-004.**

**Action Item 22-SU-003**

**BE IT RESOLVED**, that the Board of Education accepts the September 2021 enrollment and suspension reports presented by Superintendent of Schools, Dr. Johanna Ruberto.

<b>Building</b>	<b>Enrollment As of 9/30/2021</b>	<b>September 2021 Suspensions</b>
PMG	394	0
RVS	376	0
CTMS	427	1
<b>District Total</b>	<b>1,197</b>	<b>1</b>

**Action Item 22-SU-004**

**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:

1. HIB Report Tracking Number 222495
2. HIB Report Tracking Number 223063
3. HIB Report Tracking Number 223453
4. HIB Report Tracking Number 223653

**Board of Education Roll Call Vote on Action Items 22-SU-003 through 22-SU-004**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>			2nd				Motioned	
<b>Aye</b>	X	X	X	X	X	X	X	X
<b>Nay</b>								
<b>Abstain</b>								
<b>Absent</b>								

**8 Yes Votes - Motion Carries****ADJOURNMENT:****Action 22-AJ-014**

**Motion made** by Ms. Emery, seconded by Ms. Kaltenbach , to adjourn the meeting of the Clinton Township Board of Education at 8:52 p.m.

**By Consensus: 8 Ayes****NEXT MEETING DATES:**

November 22, 2021

December 13, 2021

January 5, 2022 (Organization Meeting)

Respectfully submitted,



Mark Kramer

School Business Administrator/Board Secretary

Board of Education Approved: 11/22/2021