

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING AGENDA
Regular Meeting - February 22, 2021 at 7:30 p.m.
Virtual Access**



CALL TO ORDER: _____ called the meeting to order at _____ p.m.

PUBLICATION OF NOTICE:

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, adequate notice of this meeting was provided through public notice on January 8, 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.

PUBLIC COMMENT PROCESS:

During the public comment portions of the meeting, any member of the public wishing to comment may press the “raise hand” icon on Zoom video. This can be found by clicking the Participants button at the bottom of the Zoom window, then the Blue Hand at the bottom of the Participant window. If anyone has called into the meeting by phone, the last 4 digits of their phone number will be stated, and they will have the opportunity to unmute themselves to address the board. Until recognized, the members of the public will be kept muted.

ROLL CALL:

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

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

PROCESS GUARDIAN: _____ was appointed Process Guardian.

PRESENTATIONS: None

FIRST RECOGNITION OF THE PUBLIC:

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE, AS PER BOARD OF EDUCATION BYLAW #0166R, SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

BOARD PRESIDENT’S COMMENTS/REPORT:

SUPERINTENDENT’S REPORT:

- Acknowledgement
- SSDS Report (Reporting Period 9/1/2020-12/31/2020)
- Mid-Year Budget Review
- Budget Process 2021-2022
- District Advisory Committee
- End of the Year Activities - Tentative

Action Item 21-SU-021

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

Building	Enrollment As of 1/31/21	January 2021 Suspensions
SRS	41	0
PMG	324	0
RVS	382	0
CTMS	453	0
District Total	1,200	0

Action Item 21-SU-022

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:

Building	Number of Alleged Incidents	Number of Verified Incidents	HIB Tracking Number
SRS	0	0	N/A
PMG	0	0	N/A
RVS	0	0	N/A
CTMS	1	0	220565

Action Item 21-SU-023

Motion to accept the Student Safety Data System (SSDS) report for the reporting period 9/1/2020 through 12/31/2020.

Board of Education Roll Call Vote on Action Items 21-SU-021 through 21-SU-023

	Dr.	Ms.	Ms.	Dr.	Mr.	Ms.	Ms.	Dr.	Ms.
	<u>Brasher</u>	<u>Creighton</u>	<u>Emery</u>	<u>Grantham</u>	<u>Hornick</u>	<u>Kaltenbach</u>	<u>Oliver</u>	<u>Riihimaki</u>	<u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

BOARD ACTION ITEMS:

21-BA-051 APPROVE MEETING MINUTES FOR THE MONTH OF JANUARY 2021

Action Item 21-BA-051

APPROVE MEETING MINUTES FOR THE MONTH OF JANUARY 2021

Motion to approve the following list of board meeting minutes:

- January 25, 2021 - Regular Meeting
- January 25, 2021 - Executive Session Meeting

Board of Education Roll Call Vote on Action Item 21-BA-051

	Dr.	Ms.	Ms.	Dr.	Mr.	Ms.	Ms.	Dr.	Ms.
	<u>Brasher</u>	<u>Creighton</u>	<u>Emery</u>	<u>Grantham</u>	<u>Hornick</u>	<u>Kaltenbach</u>	<u>Oliver</u>	<u>Riihimaki</u>	<u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

FACILITIES/FINANCE:

Dr. Grantham - Chair; Dr. Brasher, Ms. Brennan

21-FF-033 APPROVAL OF BILL LISTS

21-FF-034 ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS

21-FF-035 APPROVAL OF TRANSFERS

21-FF-036 APPROVAL OF CTSA AGREEMENT WITH WARREN COUNTY SPECIAL SERVICES

21-FF-037 AUTHORIZATION TO PURCHASE WATER SOFTENERS

21-FF-038 AUTHORIZATION TO TERMINATE THE WALK SMART SCHOOL GRANT

Action Item 21-FF-033

APPROVAL OF BILL LISTS

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 January 26, 2021 through February 22, 2021 is being presented to the board with the recommendation that it 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 \$2,579,948.90; 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	\$2,547,556.63
Food Service Account	\$32,392.27
TOTAL	\$2,579,948.90

Action Item 21-FF-034

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 December 31, 2020 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 December 31, 2020; 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 21-FF-035

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 2020-2021 through December 31, 2020, 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 21-FF-036

APPROVAL OF CTSA AGREEMENT WITH WARREN COUNTY SPECIAL SERVICES

Motion to approve the Coordinated Transportation Services Agency Agreement with Warren County Special Services School District for the 2021-2022 school year, with a 4% administrative fee.

Action Item 21-FF-037

AUTHORIZATION TO PURCHASE WATER SOFTENERS

WHEREAS, Title 18A:18A-11 provides that boards of education of two or more districts may provide jointly by agreement for the provision and performance of goods and services for their respective districts, or one or more boards of education may provide for such provision or performance of goods or services by joint agreement with the governing body of any municipality or county;

WHEREAS, there is a need in the district to install water softeners into the district buildings to alleviate the problems being caused by the hard water within the district, and

WHEREAS, water softeners will be installed in two of the four buildings within the district, Clinton Township Middle School and the Patrick McGaheran school;

NOW, THEREFORE BE IT RESOLVED, the Clinton Township Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the procurement with Robert Griggs Plumbing & Heating, LLC located at 6 Tally Ho Trail, Hillsborough, NJ of two Chandler Systems model CSD75-127-BB2 at the Clinton Township Middle School and model CSD75-126-BB2 at Patrick

McGaheran water softener systems and the installation thereof through the Hunterdon County Educational Service Commission contract #SER-20C in the amount of \$86,450.

Action Item 21-FF-038

AUTHORIZATION TO TERMINATE THE WALK SMART SCHOOL GRANT

WHEREAS, several years ago, the board accepted a grant, Walk Smart School Grant, which has been dormant for multiple years in the amount of \$17,795.39; and

WHEREAS, these funds may have been expended through the general fund and may have never been reimbursed to the district by the Walk Smart School Grant;

NOW, THEREFORE BE IT RESOLVED, that the Clinton Township Board of Education authorizes the termination of the continuous rolling forward of the Walk Smart School Grant in the amount of \$17,795.39 and reimbursed the general fund for expenditures that may have been charged to the general fund on behalf of the Walk Smart School Grant several years ago.

Board of Education Roll Call Vote on Action Items 21-FF-033 through 21-FF-038

	Dr.	Ms.	Ms.	Dr.	Mr.	Ms.	Ms.	Dr.	Ms.
	<u>Brasher</u>	<u>Creighton</u>	<u>Emery</u>	<u>Grantham</u>	<u>Hornick</u>	<u>Kaltenbach</u>	<u>Oliver</u>	<u>Riihimaki</u>	<u>Ms. Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

PERSONNEL:

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

Action Item 21-P-109

Motion to accept the notice of retirement, with regret, for the following employee(s):

Name	Position	Years of Service	Effective Date	PCR#
Elizabeth Saccente	Secretary	16	9/30/2021	0000072

Action Item 21-P-110

Motion to offer employment for the 2020-2021 school year to the following:

Code	Name	Position	Guide	FTE	Effective Date	Annual Salary (Based on 1.0 FTE)	Tenure Date	PCR#
110.A	Spagnuolo, Nicole	Leave Replacement Teacher	BA, Step C	1.0	2/1/2021 - 4/27/2021	\$59,392.00 (to be prorated)	N/A	0000238
110.B	Fisher, Robert	Translator	N/A	N/A	2/23/2021	\$32.00 per hour	N/A	0000288

110.C	Colon, Jennifer	Leave Replacement Art Teacher	MA, Step IJK	1.0	3/23/2021 - 5/14/2021	\$66,542.00 (to be prorated)	N/A	0000117
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Action 21-P-111:

Motion to approve the following CTMS certificated staff, to serve as chaperones for the 2020-2021 school year at the rate of \$27.83 per hour, not to exceed 3 hours per event, as per the negotiated agreement.

Abrams, Sonya	Di Giovanni, Michelle	Kiefer, Robin	Rozembersky, Robin
Bendorf, Tarra	DiGioia, Kelly	Kinthead, Jean	Rudolph, Kevin
Birken, Bonnie	Domenic, Mary Anna	Knapp, Kristina	Saccente, Elizabeth
Butler, Carolyn	Flanigan, Dianne	Kocot, John	Schaefer, Steve
Cantagallo, Tara	Fulse, Kathleen	Lin, Fran	Shanklin, Jeff
Carew, Tracy	Gagliano, Buffy	Mastroianni, Rose	Shearer, Amy
Chipman, Courtney	Gallo, Kelly	Materna, Terry	Smith, Amanda
Chynoweth, Marlene	Gitto, JoAnne	Mitariten, Joy	Snyder, Justine
Collins, Kathy	Gizis, Dawn	Mueller, Kerry	Stanwick, Paula
Comerford, Jessica	Greco, Dean	Niebuhr, Lauren	Stryker, Harmony
Comly, Tricia	Gugliandolo, Cindy	O'Connor, Caitlin	Tarriff, Rich
Cormican, Diane	Helmstetter, Donald	Parsh, Sherri	Tavarez, Susan
Cozin, Ben	Hill, Chelsea	Pisani, Barb	Welch, Lauren
Damanakis, Sonia	Jacobs, Alysse	Prall, Kristen	Wendel, Chrissie
Dandeo, Amy	James, Greg	Roberto, Charles	Zaleski, Katherine
Daniello, Dottie	Junge, Mary	Rogers, Michelle	

Action Item 21-P-112

Motion to approve movement across the salary guide for the following certificated staff effective February 1, 2021:

Name	From	To
Bartram, Lisanne	BA+15	BA+30
Black, Eileen	MA	MA in F
Gallo, Kelly	MA	MA in F
Giordano, Christina	MA in F	MA in F+15
Guidi, MaryBeth	BA	BA+15
Harbison, Kerri	MA	MA in F+15
Roberto, Charles	BA+15	BA+30/MA
Wade, Jessica	AA	BA

Board of Education Roll Call Vote on Action Items 21-P-109 through 21-P-112

	Dr. <u>Brasher</u>	Ms. <u>Creighton</u>	Ms. <u>Emery</u>	Dr. <u>Grantham</u>	Mr. <u>Hornick</u>	Ms. <u>Kaltenbach</u>	Ms. <u>Oliver</u>	Dr. <u>Riihimaki</u>	<u>Ms.</u> <u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

POLICY:

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

Action Item 21-PR-016

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 and regulations at this Board Meeting on February 22, 2021:

- Policy 2430 - Co-Curricular Activities/Extra-Curricular Activities (M)
- Policy 2431 - Athletic Competition (M)
- Regulation 2431.1 - Emergency Procedures for Sports and Other Athletic Activity (M)
- Policy 2464 - Gifted and Talented Students (M)
- Policy 5330.05 - Seizure Action Plan (M) (New)
- Regulation 5330.05 - Seizure Action Plan (M) (New)
- Policy 6422 - Budget Transfers (M)
- Policy 8420 - Emergency and Crisis Situations (M)

FURTHERMORE BE IT RESOLVED, these policies and regulations shall be presented to the Board for adoption after a second reading at the March 15, 2021 Board Meeting.

Board of Education Roll Call Vote on Action Item 21-PR-016

	Dr. <u>Brasher</u>	Ms. <u>Creighton</u>	Ms. <u>Emery</u>	Dr. <u>Grantham</u>	Mr. <u>Hornick</u>	Ms. <u>Kaltenbach</u>	Ms. <u>Oliver</u>	Dr. <u>Riihimaki</u>	Ms. <u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

CURRICULUM:

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

Action Item 21-CUR-059

Motion to approve the following professional services:

Provider	Service	SID	Time	Cost Not to Exceed
Summit Speech School	Itinerant Teacher Services	7441377817	Two (2) sessions per week, March - June 2021	\$165.00 per hour, total not to exceed \$5,280.00
Hunterdon Medical Center	Neuro-developmental Assessment	7003126340	2020-2021	\$955.00

Action Item 21-CUR-060

Motion to approve SID #3173452750 to attend Cornerstone Day School beginning February 8, 2021 to June 25, 2021 at the prorated tuition rate of \$36,436.40.

Action Item 21-CUR-061

Motion to approve the following travel expenditures:

Employee/School	Program Title/Location	Date(s)	Cost	Mileage	Lodging/Meals
Krupnik, Laura	Supporting Young Children with Developmental Delays	4/19/2021	\$279.00	\$0.00	\$0.00

SRS	and Challenging Behaviors Virtual PD				
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Action Item 21-CUR-062

Motion to approve the district calendar for the 2021-2022 school year.

Action Item 21-CUR-063

Motion to approve the dates for the 2021 Clinton Township Extended School Year, to be held Monday through Thursday from June 28, 2021 to July 29, 2021.

Action Item 21-CUR-064

Motion to approve the following Nonpublic Security Initiative purchases for Immaculate Conception School for the 2020/2021 school year:

Vendor	Amount
Signal Electric	\$8,193.12
CDW-G	\$10,331.65
Sonitrol Security Systems	\$7,303.85
Guardian Fence Company	\$9,187.00
Hogan Security Group	\$300.00

Board of Education Roll Call Vote on Action Items 21-CUR-059 through 21-CUR-064

	Dr. <u>Brasher</u>	Ms. <u>Creighton</u>	Ms. <u>Emery</u>	Dr. <u>Grantham</u>	Mr. <u>Hornick</u>	Ms. <u>Kaltenbach</u>	Ms. <u>Oliver</u>	Dr. <u>Riihimaki</u>	Ms. <u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

OLD BUSINESS:

NEW BUSINESS:

SECOND RECOGNITION OF THE PUBLIC:

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0166R, SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

EXECUTIVE SESSION:

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 potential litigation.

WHEREAS, the length of the executive session is expected to be approximately 15 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 potential litigation, wherein the length of time for the executive session is expected to be approximately 15 minutes, and upon returning, action may be taken.

Action 21-AJ-026:

Motion made by _____, seconded by _____, to move the meeting of the Clinton Township Board of Education into executive session at _____ (time).

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

RECONVENE TO PUBLIC SESSION:

Action 21-AJ-027:

Motion made by _____, seconded by _____, to move the meeting of the Clinton Township Board of Education out of executive session at _____ (time).

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

ADJOURNMENT:

Action 21-AJ-028:

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

(___All___ Ayes; _____ Nays; _____ Abstain; _____ Absent)

NEXT MEETING DATES:

March 15, 2021	September 27, 2021
April 26, 2021	October 25, 2021
May 10, 2021	November 22, 2021
June 28, 2021	December 20, 2021
July 26, 2021	January 5, 2022 (Organization Meeting)
August 23, 2021	