TEWKSBURY TOWNSHIP SCHOOL DISTRICT
173 Old Turnpike Road
Califon, New Jersey 07830
Phone: 908-439-2010 Fax: 908-439-2655

REGULAR BOARD MEETING AGENDA
April 26, 2023

6:00 PM EXECUTIVE SESSION - Closed to Public
7:00 PM REGULAR BOARD MEETING - Open to Public

During public comment, public participants are invited to address the Board with questions or comments.

District Goals

1. To meet the learning needs of students by improving intervention strategies and programs.
2. To continue to address students' social-emotional learning needs through programs and activities.

Board Goals

1. Support programs and provide resources in our schools that address intervention strategies and continued social-emotional learning.
2. Continue to improve the quality of education in the district while remaining fiscally responsible.
3. Encourage engagement with all stakeholders - students, teachers, parents, and the community, while reflecting the community's values and culture.

I. CALL TO ORDER Time:_____

II. ROLL CALL

Ms. Carrino	Mr. Charniga	Mr. Davidson	Ms. Fleming	Ms. Jardinella
Ms. Munoz	Ms. Niang	Dr. Simon	Ms. Stein	Dr. Shouffler Ms. Goguen

III. EXECUTIVE SESSION

Motion _____ 2nd _____ Enter closed session at _____p.m.

WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances, and:
WHEREAS, said law required the Board of Education to adopt a resolution at a public meeting before it can meet in such an executive or private session;
NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Tewksbury that it does hereby determine that it is necessary to meet in executive session at this time to discuss personnel and legal matters for approximately thirty minutes. The matters discussed will be made public

if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting. Action may be taken.

Motion _____ 2nd _____ Enter open session at _____p.m.

IV. CALL TO ORDER Time:_____

V. SUNSHINE ANNOUNCEMENT

Welcome to a meeting of the Tewksbury Township Board of Education. The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Tewksbury Township Board of Education has caused notice of the time and place of this meeting to be published in the Courier News and the Hunterdon Democrat and notice of the meeting has been posted on the Tewksbury Township School District website. www.tewksburyschools.org.

VI. PLEDGE OF ALLEGIANCE

VII. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on actionable agenda items only.

The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

VIII. PRESENTATION

IX. CORRESPONDENCE

X. SUPERINTENDENT'S REPORT

- HIB Report

- Enrollment Reports
- Emergency/Fire Drill Reports

School	Tewksbury Elementary School	
Month/Year	March 2023	April 2023
Date	3/27/2023	4/21/2023
Drill Description	Secure Drill (Lockout)	Fire Drill
Duration/ Time of Drill	2:45 to 2:50 PM	5 minutes 2:15 to 2:20
Weather Conditions	N/A	Sunny
Conductor of Drill	L.Moore/M. Verderamo	L. Moore
Notification Method	Radios and Loudspeakers	Radios and Loudspeakers

School	Old Turnpike School	
Month/Year	March 2023	April 2023
Date	3/27/2023 11:17 am & 3/29/2023 8:35 am	4/19/23
Drill Description	Secure (Lockout) & Secure (Hold!)	Fire Drill
Duration/ Time of Drill	5 minutes & 2 minutes	11:20 AM
Weather Conditions	sunny for both drills	Sunny
Conductor of Drill	Verderamo, Mitchell & Krowl 1st drill Mitchell & Scala 2nd	M. Mitchell & D. Krowl
Notification Method	PA system & walkies for both	Pull Station

XI. MINUTES

Motion to approve the following minutes:

- March 8, 2023 Committee of the Whole Meeting
- March 22, 2023 Regular Board Meeting
- March 22, 2023 Executive Session

Motion: _____ 2nd _____
Discussion

Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

XII. COMMITTEE REPORTS

A. Curriculum
Discussion
- Gaga Pit Update
- Reading Coach

B. Policy
Discussion

Motion to approve the following policies on first reading:

P 0144	Board Member Orientation and Training (Revised)
P & R 2520	Instructional Supplies (M) (Revised)
P 3217	Use of Corporal Punishment (Revised)
P 4217	Use of Corporal Punishment (New)
P 5305	Health Services Personnel (M) (Revised)
P & R 5308	Student Health Records (M) (Revised)
P & R 5310	Health Services (M) (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.04	Federal Funds – Duplication of Benefits (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 7440	School District Security (M) (Revised)
P 9100	Public Relations (Abolished)
P 9140	Citizens Advisory Committees (Revised)
R 9140	Citizens Advisory Committee (M) (Abolished)

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

C. Finance
Discussion

<u>PUBLIC HEARING REGARDING 2023-2024 BUDGET</u>

WHEREAS pursuant to N.J.S.A. 18A:22-13, the Board is required to conduct a public hearing for the 2023-2024 budget; and

WHEREAS on March 8, 2023 the Board of Education adopted a preliminary budget for the operation of the Tewksbury Township School District during the 2023-2024 school year and submitted it to the County Superintendent of Schools for approval, and

WHEREAS, having received that approval, the budget and notice of a public hearing were advertised in the Hunterdon Democrat and Courier News. Now,

THEREFORE, be it resolved that the Board hereby opens the public hearing on the 2023-2024 Budget.

· Discussion
· Public Comments
· Motion to close public hearing and adopt the 2023-2024 Budget.

Motion to close public hearing _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____ Dr. Simon____Ms. Stein____

Motion to approve the following:

1. Adoption of 2023-2024 Budget:

Resolved, that the Tewksbury Township Board of Education adopts the following budget for the 2023-2024 school year as approved by the Hunterdon County Department of Education County Superintendent.

2023-2024	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	$16,172,758	$150,194	$740,081	$17,063,033
Less Anticipated Revenue	$2,858,980	$150,194	$98	$3,009,272
Taxes To Be Raised	$13,313,778	$0	$739,983	$14,053,761

BE IT RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following capital projects and withdrawal of $571,250 from

the Capital Reserve account to provide funding for the following projects/equipment for the 2023-2024 school year:

Paving of Tewksbury Elementary School parking lot	$451,250
Card Reader System Upgrades (both schools)	$ 70,000
Door upgrades at OTS	$ 50,000

Total costs for these projects are $571,250, which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.
BE IT RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following security projects and architect fees and withdrawal of $187,000 from the Emergency Reserve account to provide funding for the following projects/equipment for the 2023-2024 school year:

VOIP Migration to cloud of phone system (both schools)	$100,000
Network Core Switches and access points (both schools)	$ 75,000
Blue Lights for Emergency Notification System at OTS	$ 12,000

Total costs for these projects are $187,000, which represent expenditures for security elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

WHEREAS, the Tewksbury Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $20,000 for all staff and board members.

BE IT FURTHER RESOLVED that the Board of Education establish the maximum dollar limit of $95,850 for professional services for the 2023-2024 school year and confirms $142,082 was established as the 2022-2023 school district maximum of which $50,463 has been spent to date.

WHEREAS, the budget includes the following appropriations:

Legal	$24,000
Audit Fees	$17,850
Architect	$54,000
Total	$95,850

2. Approval of Bills

   BE IT RESOLVED that the Board approve the attached lists of district bills for payment as presented by the School Business Administrator for the period March 23, 2023 through April 26, 2023 for a total amount of $1,237,450.72.

3. Acceptance and Approval of Board Secretary's Report for the month of March, 2023.

4. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of March, 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

5. Acceptance and Approval of Treasurer's Report for the month of March, 2023.

6. **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of March, 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

   The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

7. Approve the attached list of transfers.

8. Approve the following workshop/travel requests for the 2022-2023 school year.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

- that travel is directly related to and within the scope of the employee or Board member's duties or responsibilities; and for employees, the school district's professional development plan;
- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Staff Member	Date	Registration	Other Expenses*	Event/Destination
Megan McCoy	5/5/23	$225.	$38.00 Mileage	NJ Association of School Psychologists Spring Conference, Newark, NJ
Megan Verderamo	4/26/23	$75.00	-0-	FEA Legal One - How to Meet the Challenges of K-2 and High School Gifted and Talented Identification and Programming (Virtual)
Kara Swan	5/23/23	$125.00	$18.99 Mileage	NJASBO Accounts Payable Overview, Whippany, NJ
Karen Morrow	7/12-14/23	$569.00	-0-	WRS Certified Teacher Conference with Fundations Reading Conference - Online
Robin Thompson	5/31/23	-0-	-0-	The Director 360: Beyond Compliance-Role of Director of Special Ed Services and Current Challenges, Cornerstone Day School, Cranford, NJ

*Mileage will be reimbursed according to board policy.

9. Approve the following field trips for the 2022-2023 school year.

Grade	Destination	Date	Cost to Student (cost of attendance not paid by district)
5-8 Band	OTS Jazz Band will perform for Tewksbury Elementary School students in the hopes of inspiring them to join the band when they attend OTS.	May, 2023	-0-

10. Approve the following school event:

School	Event	Description	Date	Advisor
OTS	Donation Drive for Veterans	Collect needed items to donate to local veteran organizations.	May 1- May 31, 2023	Dee Krowl Bonnie Mendralla

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____

Dr. Simon____Ms. Stein____

D. Technology
Discussion

E. Facilities
Discussion

Motion to approve the following:

1. Approve the contract with the Hunterdon County YMCA to provide before and after care school programs for the 2023-2024 school year for a fee of $8,000 payable to the Tewksbury Township School District.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

F. Transportation
Discussion

G. Communications
Discussion

H. Other
Discussion

XIII. LEGISLATIVE REVIEW
Discussion

XIV. OPPORTUNITY FOR PUBLIC COMMENT

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Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

I. Personnel
Discussion

Motion to approve the following:

1. Approve the renewal of the following teachers as after-school tutors using ARP ESSER funds.

Name	Grade	Compensation	Hours
Amy Allen	Gr. 5-8	$67.02	Up to 10 hours, including 2 hours of prep time
Nicole Amato	Middle School ELA	$67.02	Up to 10 hours, including 2 hours of prep time

2. Approve the additional hours for the chaperones of the middle school (5th grade and grade 6,7,8 band and chorus students) Music Trip to Dorney Park in May, 2023.

Name	Compensation	Hours
Nicole Polinger	$40/hour	Up to 5 hours
Chris Shaffer	$40/hour	Up to 5 hours
Bonnie Mendralla	$40/hour	Up to 5 hours
Emily Searle	$40/hour	Up to 5 hours
Heather Olla	$40/hour	Up to 5 hours
Tom Lobb	$40/hour	Up to 5 hours
Dee Krowl	$40/hour	Up to 5 hours
Monica Scala	$40/hour	Up to 5 hours
Kelly Scardelli	$40/hour	Up to 5 hours
Alana Magro	$40/hour	Up to 5 hours
Scott Steinman	$40/hour	Up to 5 hours

3. Approve the hours for the chaperones of the Middle School Dance in May, 2023.

Name	Compensation	Hours
Bonnie Mendralla	$40/hour	Up to 4 hours
Dee Krowl	$40/hour	Up to 4 hours
Nicole Amato	$40/hour	Up to 3 hours

Tom Lobb	$40/hour	Up to3 hours

4. Approve the hours for the chaperone of the Middle School Spring Concert in May, 2023

Name	Compensation	Hours
Dee Krowl	$40/hour	Up to 3 hours

5. Approve the internship placement for the following students from The Principles of Teaching Program at Hunterdon County Polytech.

Name of Intern	Dates (from 12:00pm-2:00pm)	School	Teacher Requested
Emily Starkweather	May 4, 5, 11, 12, 18, 19, 25 and 26	TES	Ms. Bristow - Gr. 2
Tori Sebastiano	May 4, 5, 11, 12, 18, 19, 25 and 26	OTS	Ms. Olla - Gr. 7 S.E.

6. At the recommendation of the Superintendent, approve Amanda O'Brien as a full time Paraprofessional beginning on or about May 1, 2023 through June 30, 2023 at Instructional Aide Step 3, $17.56 per hour, pending criminal history review.

7. At the recommendation of the Superintendent, approve Sandra Brinkhoff as a full time Art Teacher beginning August 28, 2023 through June 30, 2024 at Step 10 MA $77,652.00. (TES-TCH-ART-01)

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

XV. OLD BUSINESS

XVI. NEW BUSINESS

XVII. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____