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

REGULAR BOARD MEETING AGENDA
November 16, 2022

7:00 PM REGULAR BOARD MEETING - Open to Public
Old Turnpike School Library

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. 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.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

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

V. 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 _____ Seconded_____

VI. PRESENTATION

- Architect Presentation by William Bannister of Parette Somjen

VII. CORRESPONDENCE

- Email from former student

VIII. SUPERINTENDENT'S REPORT

- HIB Report - Two complaints which were out of scope of the definition of HIB and therefore not investigated through the HIB process.
- Enrollment Reports
- Emergency/Fire Drill Reports

School	Tewksbury Elementary School	Old Turnpike School
Month/Year	Oct. 2022	Oct. 2022
Date	10/27/22	10/21/22 1:15 PM
Drill Description	Evacuation Drill	Fire Drill
Duration of Drill	5 minutes	5 minutes
Weather Conditions	Sunny & Warm	sunny and warm
Conductor of Drill	L.Moore, M. Verderamo, K. Rizzoli, Officer Pappalardo (Tewks Police)	Mitchell, Krowl, Holmes
Notification Method	PA System	Pulled station

IX. MINUTES

1. **Motion to approve the following Minutes:**

    - October 12, 2022 Committee of the Whole Meeting
    - October 12, 2022 Executive Session
    - October 26, 2022 Committee of the Whole Meeting
    - October 26, 2022 Executive Session

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____Dr. Simon____Ms. Stein____Mr. Deo____

X. COMMITTEE REPORTS

A. Curriculum
Discussion
- 2023-2024 School Calendar

B. Policy
Discussion

C. Finance
Discussion
- 2023-2024 Budget

Motion to approve the following:

1. 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 November 17, 2022 for a total amount of $1,203,787.75.

2. Acceptance and Approval of Board Secretary's Report for the month of October, 2022.

3. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of October, 2022 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).

4. Acceptance and Approval of Treasurer's Report for the month of October, 2022.

5. **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of October, 2022 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).

6. Approve the attached list of transfers.

7. Approve the 2023-2024 Budget Development Calendar.

8. Appoint Parette Somjen as Architects of Record for the 2022-2023 school year per the terms of its proposal dated October 20, 2022.

9. 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	11/2/2022	$115.00	42 miles @$.47/mile = $19.74	NJASP Winter Conference- East Windsor, NJ
Dr Jennifer Shouffler	1/25/2023 pm	$40	-0-	LEGAL ONE Gifted & Talented Update - virtual online

*Mileage will be reimbursed according to board policy.

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

Grade	Destination	Date (approximate month and year)	Approximate Cost per Student (cost of attendance not paid by district)	Teacher/Staff Contact
2	Da Vinci Science Center	March, 2023	$15.75	Pam Nugent

11. Approve the following fundraisers for the 2022-2023 school year.

Name of Fundraiser	Description	Date	Stipend Rate	Advisor/Chaperones
Mini Photos	Mini Holiday Photo Shoot at Old Turnpike School. $150/photo shoot. 1/3 goes back to 8th grade class.	November, 2022	n/a	Dee Krowl, Bonnie Mendralla
Bake Sale	Bake sale during STEM night at TES. Proceeds benefit 8th grade class.	December, 2022	n/a	Dee Krowl, Bonnie Mendralla

12. Approve to void the following outstanding checks:

General Operating Account		
February 28, 2022	16136	$500.00
April 1, 2022	16224	$600.00
April 28, 2022	16352	$165.00
June 21, 2022	16502	$119.99
Payroll Account		
October 15, 2021	59551	$11.79
February 28, 2022	59588	$693.96
February 28, 2022	59590	$225.71
June 30, 2022	59627	$225.71
OTS Student Activities Account		
May 12, 2022	2969	$674.85
June 17, 2022	3015	$309.13

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____Dr. Simon____Ms. Stein____Mr. Deo____

D. Technology
Discussion

- Security and Emails on District Website

E. Facilities
Discussion
- PTA Courtyard Donation
- Updated list of Capital and Maintenance projects for 23-24

F. Transportation
Discussion
- New Bus Purchase in 23-24 Budget

G. Communications
Discussion

H. Other
Discussion

XI. LEGISLATIVE REVIEW
Discussion

XII. 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 non-agenda items.

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 _____ Seconded_____

I. Personnel
Discussion
- Part-time paraprofessional

Motion to approve the following:

1. Approve the following staff members to assist student with medical care during after school activities for the 2022-2023 school year at the student supervision rate of $40/hour:

    - Ralph Cardillo
    - Kelly Cullen (back-up)
    - Heather Olla (back-up)

2. At the recommendation of the Superintendent, approve Mia Baldwin as a part time special education paraprofessional for the 2022-2023 school year. Ms. Baldwin will be hired through our professional services agreement with Hunterdon ESC.

3. At the recommendation of the Superintendent, approve Kara Swan as accounts payable coordinator beginning November 17, 2022 through June 30, 2022 at the annual salary of $53,000 (pro-rated). (DIST-ACP-BOE-01).

4. At the recommendation of the Superintendent, approve Craig Ely as Coordinator of Buildings and Grounds beginning January 2, 2023 through June 30, 2022 at the annual salary of $80,000 (pro-rated).(DIST-CFM-BOE-01)

5. Approve Mark D'Angelo, a student in the teacher preparation department at Delaware Valley University, to perform 10 hours of observation time with Mr. Scott Sipos at Old Turnpike School.

6. Approve the following club and advisor for the 2022-2023 school year:

Advisors	Name of Club	Description	Stipend	Supply Budget
Alana Magro	Mystery Book Club	Students will have the opportunity to delve into the captivating world of mystery through reading! Meetings will be 1x/week November-March. Students have the opportunity to make predictions, collaborate with peers about their ideas and personal opinions, as well as speak in a large group setting.	$1,500	n/a

7. Approve Alana Magro and Tom Lobb as chaperones for the November OTS school dance at the stipend rate of $40/hour, not to exceed 3 hours.

8. Approve Bonnie Mendralla for 1.5 hours at the rate of $40/hour to assist with ski club registration on 10/28/22.

9. The following employees were approved as ski chaperones at the October 26, 2022 Board Meeting. Please note the hours to be approved are per ski trip during the months of January and February, 2022.

Name	Compensation	Hours
Amy Allen	$40/hour	Not to exceed 8 hours
Kristen DiYanni	$40/hour	Not to exceed 8 hours
Bonnie Mendralla	$40/hour	Not to exceed 8 hours
Scott Steinman	$40/hour	Not to exceed 7 hours + mileage reimbursement as emergency vehicle driver not to exceed 101 miles @ $.47/mile*

Heather Olla (back-up)	$40/hour	Not to exceed 8 hours

Any substitute emergency vehicle driver not to exceed 101 miles $.47/mile

10. Approve the revised job description for the Coordinator of Buildings and Grounds/Maintenance.

11. Approve Conor Dec as an on-call/as needed IT support technician for the 2022-2023 school year at the rate of $16/hour.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____Dr. Simon____Ms. Stein____Mr. Deo____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. 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.

XVI. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.
All in Favor:
Roll Call:
Ms. Carrino____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____Dr. Simon____Ms. Stein____Mr. Deo____