**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 27, 2022**

# 7:00 PM REGULAR BOARD MEETING - Open to Public

**Old Turnpike School Library**
**or**
**Click Here to Join Zoom Meeting**
**or**
**join via telephone:**
**Meeting ID: 833 6574 4464**
**Passcode: 364911**
**One tap mobile**
**+1 646 558 8656 US (New York)**
**Find your local number: https://us02web.zoom.us/u/k3ZSV78pf**

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

District Goals

1. Identify students' learning needs due to the disruption of the pandemic and support students' academic growth.
2. Address students' social-emotional learning needs through various support programs.

Board Goals

1. Support programs and provide resources in our schools that address student learning and social-emotional needs due to the pandemic.
2. Continue to improve the quality of education in the district while remaining fiscally responsible.

## 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<br>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

## VII. CORRESPONDENCE

- Thank you note from Hackettstown Elks to OTS for the donation of socks for the residents of Veterans Haven North.

## VIII. SUPERINTENDENT'S REPORT

- School Performance Reports
- HIB Report - There was one confirmed HIB case for the month of April, 2022
- Enrollment Reports
- Emergency/Fire Drill Reports

| | |
|---|---|
| **School** | **Tewksbury Elementary School** |
| **Month/Year** | **March, 2022** |
| **Date** | **3/31/2022** |

| | |
|---|---|
| **Drill Description** | **Lock Down** |
| **Duration of Drill** | **10 minutes** |
| **Weather Conditions** | **Cloudy** |
| **Conductor of Drill** | **K. Lemerich** |
| **Notification Method** | **Voice instruction to initiate & Automated security response at reset** |

| | |
|---|---|
| **School** | **Old Turnpike School** |
| **Month/Year** | **March, 2022** |
| **Date** | **3/30/2022 12:45 PM** |
| **Drill Description** | **School Security drill<br>Lockdown** |
| **Duration of Drill** | **8 minutes** |
| **Weather Conditions** | **Sunny & Cold** |
| **Conductor of Drill** | **Mitchell, Krowl, Swan, PD** |
| **Notification Method** | **Radios** |

## IX. MINUTES

**Motion to approve the following Minutes:**

- March 16, 2022 Committee of the Whole Meeting
- March 16, 2022 Executive Session #1
- March 16, 2022 Executive Session #2
- March 31, 2022 Regular Board Meeting
- March 31, 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

- Grade 7 Tewksbury Historical Society Award

### B. Policy

Discussion

- Review Strauss Esmay Policies 5000-9000

**C. Finance**
Discussion

**PUBLIC HEARING REGARDING 2022-2023 BUDGET**

WHEREAS pursuant to N.J.S.A. 18A:22-13, the Board is required to conduct a public hearing for the 2022-2023 budget; and

WHEREAS on March 16, 2022 the Board of Education adopted a preliminary budget for the operation of the Tewksbury Township School District during the 2022-2023 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 2022-2023 Budget.
· Discussion
· Public Comments
· Motion to close public hearing and adopt the 2022-2023 Budget.

**Motion to approve the following:**

1. Adoption of 2022-2023 Budget:
   Resolved, that the Tewksbury Township Board of Education adopts the following budget for the 2022-2023 school year as approved by the Hunterdon County Department of Education County Superintendent.

| 2022-2023 | General Fund | Special Revenues | Debt Service | Total |
|---|---|---|---|---|
| Total Expenditures | $15,552,879 | $305,015 | $741,206 | $16,599,100 |
| Less Anticipated Revenue | $2,500,155 | $305,015 | $0 | $2,805,170 |
| Taxes To Be Raised | $13,052,724 | $0 | $741,206 | $13,793,930 |

BE IT RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following capital projects and architect fees and withdrawal of $651,674 from the Capital Reserve account to provide funding for the following projects/equipment for the 2022-2023 school year:

| | |
|---|---|
| Paving of Old Turnpike and Tewksbury Elementary School parking lots | $594,674 |
| Repeater for Transportation | $ 14,000 |
| HVAC Upgrades | $ 43,000 |

Total costs for these projects are $651,674, 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.

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 $125,830 for professional services for the 2022-2023 school year and confirms $74,281 was established as the 2021-2022 school district maximum of which $60,053 has been spent to date.

WHEREAS, the budget includes the following appropriations:

| | |
|---|---|
| Legal | $25,000 |
| Audit Fees | $17,500 |
| Architect | $83,330 |
| Total | $125,830 |

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 April 2, 2022 through April 28, 2022 for a total amount of $859,850.54.

3. Acceptance and Approval of Board Secretary's Report for the month of March, 2022.

4. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of March, 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).

5. Acceptance and Approval of Treasurer's Report for the month of March, 2022.

   **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of March, 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 following workshop/travel requests for the 2021-2022 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 |
|---|---|---|---|---|
| Eileen Callahan | 6/27/22 - 6/30/22 | $160 | -0- | Advanced Google Training - Virtual |
| Megan McCoy | 5/6/22 | $155 | -0- | NJ Association. of School Psychologists |

| | | | | |
|---|---|---|---|---|
| | | | | Spring Conference - Virtual |
| Jennifer Shouffler | 6/19/22-6/20/22 | $0 | Hotel $121, Mileage $76, Tolls $25, Parking $10, Meals, $70 | NJ Association of School Superintendents- Leadership Conference |

Mileage will be reimbursed according to board policy.

8. Approve the following field trips for the 2021-2022 school year.

| Grade | Destination | Date | Cost per Student (cost of attendance not paid by district) |
|---|---|---|---|
| 5 | Turtleback Zoo, West Orange, NJ | June, 2022 | $15 |
| 4 | Old Turnpike School for the Rising 5th Grade Transition Program | May, 2022 | -0- |
| 5 | Old Turnpike School for the Rising 6th Grade Transition Program | May, 2022 | -0- |
| 8 | 8th Grade Social at Beaver Brook Country Club | June, 2022 | $75 |

9. Approve the Child Study Team Shared Services Agreement between Tewksbury Township School District Board of Education and the Califon School District Board of Education for the 2022-2023 school year.

10. Approve the Technology Support Shared Services Agreement between Tewksbury Township School District Board of Education and the Readington Township School District Board of Education for the 2022-2023 school year.

11. Approve the Paraprofessional Services Agreement between Tewksbury Township School District Board of Education and the Hunterdon County Educational Services Commission for the 2022-2023 school year.

12. Appoint the law firm of Schenck, Price, Smith and King, LLP as the General Counsel with Marc Zitomer, Lead Counsel for the 2022-2023 school year without competitive bidding as a "Professional Services" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

13. Accept the donation of $999 from the Tewksbury Education Foundation for 6th graders to view a virtual robot-assisted laparoscopic surgery from Hackensack University Medical Center.

**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

**E. Facilities**
Discussion

- Results of NJDOE Water Testing

**F. Transportation**
Discussion

**G. Communications**
Discussion
- Climate Survey

**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

**Motion to approve the following:**

1. Approve the following field trip chaperones:

| Grade | Destination | Date | Chaperone | Compensation |
|---|---|---|---|---|
| 6-8 | Hershey Park Music Trip | May, 2022 | Nicole Polinger | Not to exceed $300 |
| 6-8 | Hershey Park Music Trip | May, 2022 | Brittany Spina | Not to exceed $300 |
| 6-8 | Hershey Park Music Trip | May, 2022 | Emily Searle | Not to exceed $300 |
| 6-8 | Hershey Park Music Trip | May, 2022 | Tom Lobb | Not to exceed $300 |
| 6-8 | Hershey Park Music Trip | May, 2022 | Allison Caruso | Not to exceed $300 |
| 6-8 | Hershey Park Music Trip | May, 2022 | Patty Jennings | Not to exceed $300 |
| 6-8 | Hershey Park Music Trip | May, 2022 | Heather Heithoff-**Nurse** | Not to exceed $550 |

| | | | | |
|---|---|---|---|---|
| 8 | Beaver Brook Country Club | June, 2022 | Dee Krowl | Not to exceed $200 |
| 8 | Beaver Brook Country Club | June, 2022 | Bonnie Mendralla | Not to exceed $200 |

2. At the recommendation of the Superintendent, approve Connor Dec as a part-time summer IT support technician effective approximately June 27, 2022 at a salary of $16/hour, up to 32 hours per week, not to exceed ten weeks, pending criminal history review.

3. At the recommendation of the Superintendent, approve Anne Carlucci as part-time Cafeteria/Teacher Aide for the 2021-2022 school year effective approximately April 28, 2022 at Step 4, $17.86/hour not to exceed 20 hours per week, pending criminal history review. (New Position).

4. At the recommendation of the Superintendent, approve Kristen DiYanni as a paraprofessional for the 2021-2022 school year effective May 30, 2022 or before at Step 12, $20.23/hour, pending criminal history review.(New Position).

5. At the recommendation of the Superintendent, approve Elena Narcise as a paraprofessional for the 2021-2022 school year effective approximately May 3, 2022 at the HCESC contract rate. (TES-AID-INST-02)

6. Accept, with regret, the letter of retirement from Marilynne Regan, Kindergarten grade teacher, effective July 1, 2022. (TES-TCH-KD-02).

**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____