TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting, April 27, 2022

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:00 p.m. at Old Turnpike School.

Ms. Goguen read the Sunshine Law:

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.

The Board pledged Allegiance to the Flag.

PRESENT: Ms. Carrino, Mr. Davidson, Mr. Deo, Ms. Fleming, Ms. Jardinella, Ms.Munoz (arrived 7:01), Ms. Niang, Dr. Simon, Ms. Stein

Ms. Carrino exited the meeting at 8:03 p.m. and returned at 8:07 p.m.

ABSENT: None

ALSO PRESENT: Dr. Jennifer Shouffler - Superintendent, Heather Goguen - Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Mr. Deo and seconded by Dr. Simon to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, Greg Davidson, Michael Deo, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein

PRESENTATION: None.

CORRESPONDENCE: A thank you letter was received from the Hackettstown Elks for the OTS donations to Veterans Haven North.

SUPERINTENDENT'S REPORT: Dr. Shouffler shared the yearly school performance reports put out by the New Jersey Department of Education. There was one substantiated HIB incident for the month of April, 2022. Enrollment Reports and Emergency/Fire Drill Reports were reviewed by the Board.

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 Lockdown
Duration of Drill	8 minutes
Weather Conditions	Sunny & Cold
Conductor of Drill	M. Mitchell, D. Krowl, K. Swan, Police Department
Notification Method	Radios

MINUTES: Motion was made by Mr. Deo and seconded by Ms. Fleming 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

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

CURRICULUM: The Tewksbury Historical Society would like to recognize a seventh grade student with a newly created history award, The Ehmann History Award, in honor of Elsie Ehmann, a long time resident and avid volunteer in Tewksbury, who passed away in 2021. The recipient will be selected by the social studies teachers and presented with a check for $250.

POLICY: The Strauss Esmay Policy Manual will be presented at the May meeting for final approval.

FINANCE: Ms. Goguen presented the public hearing regarding the 2022-2023 budget. No members of the public were present.

Motion was made by Mr. Deo and seconded by Ms. Carrino to approve the following:
Discussion: None

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:

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

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.

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

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).

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).

Approve the attached list of transfers.

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.

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

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.

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.

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.

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.

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.

Accept the donation of plants from Old Mountain Farm Market for the TES Butterfly Garden. Approximate value is $235.00.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

TECHNOLOGY: None.

FACILITIES: Ms. Goguen updated the Board on the water testing results for lead as mandated by the NJDOE in March. OTS did not have any lead at any of the 18 outlets tested. At TES, 52 outlets were tested, three came back at lead concentrations above the acceptable level, and one came back borderline, so all four of those outlets which are located in the kitchen have temporarily been taken out of service. A letter was sent to parents and staff at TES and is also posted on our website. Bottled water is being provided for the cafeteria staff to use for cooking. Remediation will take place once the district gets results of the further analysis.

TRANSPORTATION: None.

COMMUNICATIONS: Dr. Shouffler asked the Board if they would like to begin working on an end of year climate survey for the school community.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Mr. Deo and seconded by Ms. Munoz to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, Greg Davidson, Michael Deo, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein

PERSONNEL: Motion was made by Mr. Deo and seconded by Ms. Stein to approve the following:
Discussion: None

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

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.

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).

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

Approve the following staff members as chaperones for the middle school dance.

Event	Date	Chaperone	Compensation
6th, 7th and 8th grade dance	April, 2022	Dee Krowl	$40/hour, not to exceed $160
6th, 7th and 8th grade dance	April, 2022	Bonnie Mendralla	$40/hour, not to exceed $160
6th, 7th and 8th grade dance	April, 2022	Tom Lobb	$40/hour, not to exceed $160

Final Resolution: Motion carried on a roll call vote.

Yes: Jillian Carrino, Greg Davidson, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: None.

Motion was made by Mr. Deo and seconded by Ms. Stein to approve the following:
Discussion: None

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)

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Karen Fleming, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Abstain: Greg Davidson, Susanne Jardinella
Absent: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: Motion was made by Mr. Deo and seconded by Ms. Munoz to enter Executive Session. The time was 7:22 p.m. Motion carried.

Motion was made by Mr. Deo and seconded by Ms. Munoz to return to open session. The time was 9:15 p.m. Motion carried.

ADJOURNMENT: Motion was made by Mr. Deo Ms. Munoz to adjourn the meeting. The time was 9:15 p.m.

All in Favor: Jillian Carrino, Greg Davidson, Michael Deo, Karen Fleming, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary