Minutes January 5, 2022 Reorganization Meeting and Committee of the Whole Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Reorganization Meeting and Committee of the Whole Meeting, January 5, 2022

The Reorganization Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:04 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.

Ms. Goguen reported on the annual school election:

Tewksbury Township School District BOE Member Three-Year Term

- Jillian Carrino 1,625
- Karen Fleming 1,565
- Khadija Niang 1,465

ADMINISTRATION OF OATH OF OFFICE:

The newly elected Board members, Ms. Carrino, Ms. Fleming and Ms. Niang, were sworn in.

PRESENT: Ms. Carrino, Mr. Davidson, Mr. Deo, Ms. Fleming, Ms. Jardinella, Ms.Munoz, Ms. Niang, Dr. Simon, Ms. Stein

ABSENT: None.

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

ORGANIZATIONAL ACTION:

ELECTION OF THE PRESIDENT

The Board Secretary opens the floor for nominations for President:

RESOLVED, that Michael Deo has been nominated for President.

Motion was made by Jillian Carrino and seconded by Andrea Stein to close the nomination for President.

Motion was made by Jillian Carrino and seconded by Andrea Stein to appoint Michael Deo as President of the Board of Education.

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

The President assumes his/her chair.

ELECTION OF THE VICE PRESIDENT

The President opens the floor for nominations for Vice President:

RESOLVED, that Andrea Stein has been nominated for Vice President.

Motion was made by Michael Deo and seconded by Khadija Niang to close the nomination for Vice President.

Motion was made by Greg Davidson and seconded by Karen Fleming to appoint Andrea Stein as Vice President of the Board of Education.

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

The Vice President assumes his/her chair.

ANNUAL APPOINTMENTS

Motion was made by Ms. Fleming and seconded by Mr. Deo to approve the following:

Appoint Susanne Jardinella as delegate and Jillian Carrino as alternate delegate to the Hunterdon County School Board Association.

Appoint Karen Fleming as legislative representative for Hunterdon County School Board.

Appoint Khadija Niang as delegate and Greg Davidson as alternate delegate to the N.J. School Board Association.

Appoint Andrea Stein as Representative to ESC.

Effective January 3, 2022 through January 2023 at the next reorganizational meeting: The signers on all Tewksbury Township Board of Education Bank Accounts will be as follows:

General Operating	Business Administrator, Heather Goguen and Board President, Michael Deo

Payroll	Business Administrator, Heather Goguen and Board President, Michael Deo
Payroll Agency	Business Administrator, Heather Goguen and Board President, Michael Deo
Snyder Awards	Business Administrator, Heather Goguen and Board President, Michael Deo
Student Activity Account - TES	Business Administrator, Heather Goguen
Student Activity Account - OTS	Business Administrator, Heather Goguen
Cafeteria	Business Administrator, Heather Goguen
Library	Business Administrator, Heather Goguen
Capital Reserve	Business Administrator, Heather Goguen
State Unemployment Insurance	Business Administrator, Heather Goguen

Readopt all actions, policies, policy manuals, and contracts entered into by previous boards of education.

Approve the Board Meeting Calendar for January 2022 to December 2022.

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

REGULAR BOARD MEETING BEGINS.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

PRESENTATION: None.

CORRESPONDENCE: A thank you email was sent by a parent to the Superintendent and BOE.

SUPERINTENDENT'S REPORT: Dr. Shouffler updated the Board on the health data. Hunterdon County, along with the district, has been experiencing an uptick in positive COVID-19 cases among the students and staff due to the spread of the Omicron variant. The district has about 8% of the students absent due to illness or quarantine. It has been helpful for parents to drive their children to school when possible since it is not possible to keep the students 3 feet apart on the bus. Dr. Shouffler thanked the staff for everything they are doing to help keep the schools open. If the Hunterdon County COVID-19 activity level report changes to very high risk, changes may need to be made to the school schedule. A shortened day with no lunch is under consideration. Families and staff will be informed as soon as possible if any changes to the schedule will be made.

MINUTES: Minutes were sent to Board members for approval at the January 26, 2022 meeting.

CURRICULUM: Moving the 5th grade back to OTS is being strongly considered for the following reasons: available classroom space, busing capacity, staffing, scheduling student to staff ratio for special area teachers, nurses and counselors and access to after school programs. These issues have been heightened in the face of COVID along with the need for substitutes and social distancing. The Pre-K program for students with disabilities and traditional Pre-K students from the community will return to the district next school year and will be held at Tewksbury Elementary School. Professional development requirements for teaching staff was sent to the board. Teachers currently have 5.5 professional development days built into the school calendar as well as monthly after school time. Extracurricular programs may need to be put on hold if COVID cases continue to spike. The TES winter concert will still take place on January 13th, with extra social distancing precautions taking place. The 8th grade play has been changed to Cinderella.

POLICY: Dr. Simon updated the Board on the policy committee. Dr. Shouffler discussed the following two policies: 0164 Conduct of Board Meetings , 0164.6 Remote Public Board Meetings During a Declared Emergency.

FINANCE: Ms. Goguen discussed the tuition for the 2022-23 Pre-K Program.

Motion was made by Mr. Deo and seconded by Ms. Munoz to approve the following:

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
Becky Palmer	2/21/22 - 2/22/22	$399.00	0	The How of Co-Teaching - Training the trainer Certification Program (Virtual Program)

Mileage will be reimbursed according to board policy.

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

TECHNOLOGY: Ms. Goguen updated the board on the new cafeteria point of sale system. The transition has gone well. The website has been updated for viewing the Board agendas and minutes.

FACILITIES: The Architect will discuss the Long Term Facilities Plan at the next Board Meeting.

Motion was made by Ms. Fleming and seconded by Ms. Carrino to table the following items:

Approve the proposal from LAN Architects for architectural/engineering services for the parking lot paving project at the Old Turnpike Middle School and Tewksbury Elementary School. The cost for repaving will not exceed 431,000 and the fee for LAN Architects will not exceed $79,330.

Authorize the Business Administrator/Board Secretary to solicit bids for the parking lot paving project at Old Turnpike Middle School and Tewksbury Elementary School.

Approve Amendment to Long Range Facility Plan Resolution Resolved, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey authorizes LAN Architects to submit all necessary plans and paperwork to the Department of Education concerning the parking lot paving at the Old Turnpike Middle School and the Tewksbury Elementary School to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and Be it further resolved, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Capital Reserve Account.

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

TRANSPORTATION: None.

COMMUNICATIONS: None.

OTHER: The Safe Return to School Plan has been updated as required by the NJ Department of Education. Dr. Shouffler is looking into the possibility of a Test to Stay plan where students and staff can stay in school if they are tested for COVID every other day by the school.

LEGISLATIVE REVIEW: None.

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, Karen Fleming, Susanne Jardinella, Khadija Niang, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo

EXECUTIVE SESSION: None.

PERSONNEL: Dr. Shouffler discussed the need for a part time teacher aide/lunchroom aide at Tewksbury Elementary School.

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

At the recommendation of the Superintendent, approve Kelly Scardelli as an Elementary School Project Aspire/Basic Skills maternity leave replacement teacher for the 2021-2022 school year at Step 6 BA $59,781 prorated, effective approximately January 21, 2022 or sooner through June 30, 2022. (TES-TCH-BSI-01)

Accept, with regret, the letter of retirement from Carol Moran, Special Education Teacher, effective February 28, 2022. (TES-TCH-SPED-05)

Approve the maternity leave request for Kelly Russi, Old Turnpike School Art Teacher, effective approximately March 28, 2022 through June 30, 2023. Ms. Russi will use accrued sick days followed by FMLA and NJFLA. Ms. Russi plans to return to school on the first day of the 2023-2024 school year. (OTS-TCH-ART)

Rescind the following motions which were approved at the 12/15/21 Meeting:

At the recommendation of the Superintendent, approve Sandra Brinkhoff as a full time Paraprofessional for the 2021-2022 school year at Step 10 $19.45/hour effective February 1, 2022 through June 30, 2022, pending criminal history review.

At the recommendation of the Superintendent, approve Sandra Brinkhoff as a maternity leave replacement for Annie Rose-Mason, Library Media Specialist, at Step 5 MA $62,497 (prorated) effective January 3, 2022 through January 31, 2022, pending criminal history review.

At the recommendation of the Superintendent, approve Sandra Brinkhoff as a maternity leave replacement for Annie Rose-Mason, Library Media Specialist, at Step 5 MA $62,497 (prorated) effective January 3, 2022 through approximately March 14, 2022, pending criminal history review.

Revise the maternity leave request for Jaime Levy to begin January 10, 2022 instead of January 31, 2022 through June 30, 2022. Ms. Levy will use accrued sick days followed by FMLA and NJFLA.

At the recommendation of the Superintendent, approve Gennifer Puppe as a substitute for the 2021-2022 school year, pending criminal history review.

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

OLD BUSINESS: Dr. Simon inquired about the water treatment.

NEW BUSINESS: None.

ADJOURNMENT: Motion was made by Mr. Deo and seconded by Dr. Simon to adjourn the meeting. The time was 8:54 p.m.

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

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary