TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting, November 17, 2021

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:01 p.m. at Old Turnpike School.

PRESENT: Ms. Carrino, Dr. Deeney, Mr. Deo, Mr. Davidson, Ms. Jardinella, Ms. Larsen, Dr. Simon, Ms. Stein (arrived 7:06)

ABSENT: Ms. Munoz

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

EXECUTIVE SESSION: Motion was made by Ms. Larsen and seconded by Ms. Jardinella to enter executive session. The time was 7:02 p.m. Motion carried.

Motion was made by Ms. Larsen and seconded by Ms. Jardinella to return to open session. The time was 7:35 p.m. Motion carried.

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:36 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, Dr. Deeney, Mr. Deo, Ms. Jardinella, Ms. Larsen, Dr. Simon, Ms. Stein

ABSENT: Ms.Munoz

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

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Dr. Deeney and seconded by Ms. Carrino to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, Greg Davidson, Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

PRESENTATION: None.

CORRESPONDENCE: Two emails were received from parents in support of the 8th grade DC trip and musical.

SUPERINTENDENT'S REPORT: There has been a slight uptick in the number of confirmed COVID cases among students. Very few close contacts have been identified. Dr. Shouffler thanked the parents for keeping their children home when sick, and thanked the students in both schools for engaging in fundraisers to help others such as the food pantry, families impacted by the floods in Manville and Lambertville and our overseas troops. The middle school student council held a breakfast for first responders. The school and parks community will come together on November 21st to help TES clean up the school garden. There were no HIB incidents for the month of November, 2021. The board reviewed the enrollment reports and the emergency drills.

School	**Tewksbury Elementary School**	**Old Turnpike School**
Month/Year	Nov. 2021	Nov. 2021
Date	11/10/2021 13:40	11/11/2021 13:50
Drill Description	Fire	FireDrill
Duration of Drill	7 minutes	12 minutes
Weather Conditions	Sunny	Sunny
Conductor of Drill	K. Lemerich, M. Verderamo	T. Holmes, D. Krowl,K. Swan
Notification Method	Fire alarm system	Radios and Alarm

MINUTES: Motion was made by Dr. Deeney and seconded by Ms. Larsen to approve the following minutes:
Discussion: None.

- October 13, 2021 Committee of the Whole Meeting
- October 13, 2021 Executive Session
- October 27, 2021 Regular Board Meeting
- October 27, 2021 Executive Session

All in Favor: Jillian Carrino, Greg Davidson, Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

CURRICULUM: The 6th grade overnight trip to Camp Mason was discussed and board approval for the trip is requested. The 8th grade overnight trip to Washington DC was discussed as well as alternatives to the trip. 8th grade students were surveyed regarding an 8th grade end of year dance or BBQ/carnival. The BBQ/carnival received the most votes. The district is still looking for a director for the 8th grade musical. The OTS basketball teams are quite large this year and hiring of an assistant coach is requested so that an A Team and a B team can be formed.

Motion was made by Dr. Deeney and seconded by Dr. Simon to approve the following field trips for the 2021-2022 school year:

Grade	Destination	Date	Cost per Student (cost of attendance not paid by district)
1	Raritan Valley Community College Planetarium	March, 2022	$11.00
6-8 Chorus	Women's Club Silver Tea at the Oldwick Firehouse, NJ	Dec., 2021	$0.00
6-8	Band and Chorus Trip to Hershey Park Trills and Thrills, Hershey, PA	May, 2022	$125.00

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson, Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

POLICY: None.

FINANCE: Dr. Shouffler discussed the acceptance of federal grant money from the Elementary Secondary Schools Emergency Relief Funds and how the money can be spent. These funds are to help with issues created by the pandemic. The funds may be spent through 2024. Ms. Goguen stated that the 2022-2023 budget process has begun. Administrators are working on their budgets which are due on December 10th. The budget development calendar is up for approval this evening.

Motion was made by Dr. Deeney and seconded by Ms. Larsen to approve the following:

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 October 29, 2021 through November 18, 2021 for a total amount of $1,207,661.27.

Acceptance and Approval of Board Secretary's Report for the month of October, 2021.

> BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of October, 2021 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 October, 2021.

> **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of October, 2021 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
Mary Cutri-French	12/14/21	$190.00	0	Zones of Regulations Full Day Webinar
Brittany Spina	12/16/21-12/17/21	$175.00	0	Midwest Band and Orchestra Clinic, Chicago, IL

Mileage will be reimbursed according to board policy.

Approve the following fundraising events for the 2021-2022 school year:

Fundraising Event	Date	Proceeds to:	Advisor	# of Chaperones Needed (in addition to Advisors)
Giving Tree	11/18/21 - 12/22/21	Anderson House, Safe Harbor, Safe in Hunterdon	Dee Krowl	0
Ornament Sale	11/18/21 - 12/23/21	8th Grade Class	Dee Krowl	0
Paws for a Cause Pet Supply Collection	11/2021	St. Hubert's Animal Shelter	Nicole Amato	0
Paws for a Cause - Home Made Animal Treat Sale at Adam's Pet Safari, Califon	11/2021	St. Hubert's Animal Shelter	Nicole Amato	0
Operation Shoebox NJ Candy Collection Halloween Candy Collection	11/2021	Military Troops Overseas	Katie Lemerich	0

Approve the 2022-2023 Budget Development Calendar.

Approve the submission of the American Rescue Plan Consolidated Grant as follows:

ARP ESSER	$67,561
Accelerated Learning Coaching and Educator Support	$50,000
Evidence-Based Summer Learning & Enrichment Activities	$40,000
Evidence-Based Comprehensive Beyond the School Day Activities	$40,000
NJTSS Mental Health Support Staffing	$45,000
TOTAL	$242,561

Accept the mini grant funds from the Tewksbury Education Foundation for the following:

BJ Ward - 8th Grade Poetry Reading Residency	$750.00
World of Dance Residency at TES ($4,000 credit is being applied from the 2019-2020 school year)	$200.00
Two Oculus 2 headsets for the music program at OTS	$764.93
Our Changing Earth - Four Day Earth Science Residency at TES	$2,425.00

Accept the donation of 30 student dictionaries and 30 student thesauruses from Telecom Pioneers to Grade 4. Total value = $420.00.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson**,** Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

TECHNOLOGY: There are still issues with parents trying to load money on the student lunch accounts. It often takes several days to post. The issue is between Realtime and Bank of America and will not be getting resolved. The purchase of a new point of sale system for the Cafeteria will be beneficial.

Motion was made by Dr. Deeney and seconded by Ms. Larsen to approve the following:

Approve the purchase of I3 Point of Sale system for the Cafeteria.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson**,** Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

FACILITIES: Ms. Goguen discussed the water and PFAS and PFOS.

Motion was made by Dr. Deeney and seconded by Ms. Larsen to approve the following:

Approve the proposal from Portasoft to install four 18 x 65 mineral tanks and Big Bubba Housing with BBC-150-ACP carbon filters at Old Turnpike School.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson**,** Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

TRANSPORTATION: Ms. Goguen spoke about new bus purchases and the sale of buses.

Motion was made by Dr. Deeney and seconded by Dr. Simon to approve the following:
Discussion: None.

Motion to rescind the following motion from the 10/27/21 meeting:

Motion to purchase two new buses from Thomas Built Buses through HCESC contract with DeHart at a cost of $232,194.50 with a withdrawal from Capital Reserve.

Motion to approve the following:

Approve, in accordance with N.J.S.A 40A:65-1, et. seq. and N.J.S.A. 18A:6-51et. Seq. via active Inter-Local Vehicle Sale Agreement with HCESC, accept highest bid offers at a sealed-bid opening held on November 17, 2021 at the Hunterdon County Education Services Commision Administrative Office, located at 37 Hoffmans Crossing Road, Califon, New Jersey 07830 at 12:30 pm on the following vehicle:

Vehicle #	VIN#	Brand/ Chasis, Style, Model	Year	Engine	Miles	Brakes	Details	Sealed Bid Offer
14	4UZAAXAK84CL84099	Freightliner 54 passenger bus	2004	CAT 3126	170,022	Air brakes	Starts/runs with jump start. Overall condition is good.	$1,088
16	1FDWE45F93HB98854	Ford Thomas 54 passenger bus	2005	7.3 V8 Turbo Diesel	120,629	Hydraulic	Significant rust on undercarriage. Has not run in a while.	$1,101

Bid Opening Results are as follows:

Vehicle #	Jersey One Auto	Dove Shuttle	Car Country USA	Mason Pollard	Holcomb Bus	TOP OFFER
14	$1,010	$0	$1,088	$0	$496	$1,088
16	$888	$1,101	$1,088	$1,100	$474	$1,101

Payment as result of Bid Opening is as follows:

Vehicle #	Sealed Bid Offer	Bid Awarded To	Tewksbury Twp - 90%	HCESC - 10%
14	$1,088	Car Country USA	$979.20	$108.80
16	$1,101	Dove Shuttle	990.90	$110.10

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson**,** Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

COMMUNICATIONS: None.

OTHER: Dr. Shouffler reviewed the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for 2020-2021 (HIB Grade Report). TES scored 71 out of 78 and OTS scored 73 out of 78. The date of January 5, 2022 was proposed for the Board reorganization meeting.

Approve the submission of the 2021-2022 School Safety and Security Plan Annual Review Statement of Assurance to the county office.

Approve the 2020-2021 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act and submission to the county office.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson**,** Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Lysa Fritz, Lebanon, NJ voiced concern about how the current 8th grade class has not had the same opportunities as previous classes. Ms. Fritz would like the DC trip to happen. Ms. Cathy Roskowski, Califon, NJ, stated that the 8th grade play was her older children's fondest memory of OTS and her daughter liked the 8th grade dance better than her high school prom. Ms. Roskowski is also in favor of the DC trip.

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

All in Favor: Jillian Carrino, Greg Davidson, Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

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

Approve the following honoraria positions for the 2021-2022 school year:

Name	Honoraria Position	Compensation
Allison Caruso	6th Gr. Trip/Outdoor Education Coordinator (shared)	$362.50
Cathy Zisk	6th Gr. Trip/Outdoor Education Coordinator (shared)	$362.50

Approval to have Sophie Tdirva, TWT approved as a therapy dog through Therapy Dogs International (TDI) with handler Betty Ann Dhein to visit Tewksbury Elementary School throughout the remainder of the year with visits initially one time per month and increasing, as appropriate to the needs of our community.

Approval to have Moon Beam (Beamer) approved as a therapy dog through The Bright & Beautiful Therapy Dog, Inc. with handler Donna Morello to visit Tewksbury Elementary School throughout the remainder of the year with visits initially one time per month and increasing, as appropriate to the needs of our community.

Approve Faye Perticari as a teacher for the homework helper club for one hour after school 1 day per week at the hourly rate of Step 2 MA $41.86/hour for the 2021-2022 school year.

Approve Kelly Scardelli as a World Language Long Term Substitute Teacher beginning November 16, 2021 through December 23, 2021 at the rate of $175.00 per day.

Approve the medical leave request from Kristy Schaub, kindergarten teacher, effective immediately through date to be determined.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Greg Davidson**,** Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

OLD BUSINESS: None.

NEW BUSINESS: None.

ADJOURNMENT: Motion was made by Ms. Larsen and seconded by Dr. Deeney to adjourn the meeting. The time was 9:24 p.m.

All in Favor: Jillian Carrino, Greg Davidson, Angela Deeney, Susanne Jardinella, Lori Larsen, William Simon, Andrea Stein, Michael Deo
Absent: Suleyka Munoz

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary