

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

**BOARD MEETING AGENDA**  
**October 27, 2021**

|                                                                                                              |
|--------------------------------------------------------------------------------------------------------------|
| <b>7:00 PM EXECUTIVE SESSION - Closed to Public</b><br><b>7:30 PM REGULAR BOARD MEETING - Open to Public</b> |
|--------------------------------------------------------------------------------------------------------------|

Old Turnpike School Library  
or  
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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/j/83365744464>

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

**I. CALL TO ORDER** Time: \_\_\_\_\_

**II. ROLL CALL**

|             |              |            |           |                |
|-------------|--------------|------------|-----------|----------------|
| Ms. Carrino | Mr. Davidson | Dr. Deeney | Mr. Deo   | Ms. Jardinella |
| Ms. Larsen  | Ms. Munoz    | Dr. Simon  | Ms. Stein | Dr. Shouffler  |
|             |              |            |           | Ms. Goguen     |

**III. 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.

**IV. CALL TO ORDER** Time: \_\_\_\_\_

**V. 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](http://www.tewksburyschools.org). It is an expectation that all present will wear a mask as per the Governor's order.

**VI. PLEDGE OF ALLEGIANCE**

**VII. ROLL CALL**

|             |              |            |           |                |
|-------------|--------------|------------|-----------|----------------|
| Ms. Carrino | Mr. Davidson | Dr. Deeney | Mr. Deo   | Ms. Jardinella |
| Ms. Larsen  | Ms. Munoz    | Dr. Simon  | Ms. Stein | Dr. Shouffler  |
|             |              |            |           | Ms. Goguen     |

**VIII. 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** \_\_\_\_\_

## **IX. PRESENTATION**

## **X. CORRESPONDENCE**

- Parent email on school health and safety

## **XI. SUPERINTENDENT'S REPORT**

- Update on School Health Data
- HIB Report - There was one incident of HIB for the month of October, 2021
- Enrollment Reports, New Enrollments
- Emergency/Fire Drill Reports

| <b>School</b>              | <b>Tewksbury Elementary School</b>       |                             |                                                                           |
|----------------------------|------------------------------------------|-----------------------------|---------------------------------------------------------------------------|
| <b>Month/Year</b>          | <b>Sept. 2021</b>                        | <b>Oct. 2021</b>            | <b>Oct. 2021</b>                                                          |
| <b>Date</b>                | 9/29/2021 11:29am                        | 10/7/2021 2:00pm            | 10/19/2021 10:00am                                                        |
| <b>Drill Description</b>   | Emergency Evacuation due to smoking vent | Fire Drill                  | Lockdown Drill                                                            |
| <b>Duration of Drill</b>   | 15 minutes                               | 4 minutes                   | 7 minutes                                                                 |
| <b>Weather Conditions</b>  | Sunny                                    | Sunny                       | n/a                                                                       |
| <b>Conductor of Drill</b>  | K. Lemerich                              | K. Lemerich<br>M. Verderamo | M. Verderamo K. Lemerich<br>Detective Hanff, Chief<br>Barlow, B. Karmondi |
| <b>Notification Method</b> | Fire alarm system                        | Fire alarm system           | New security system                                                       |

| <b>School</b>              | <b>Old Turnpike School</b>                |                                    |
|----------------------------|-------------------------------------------|------------------------------------|
| <b>Month/Year</b>          | <b>Oct. 2021</b>                          | <b>Oct. 2021</b>                   |
| <b>Date</b>                | 10/7/2021                                 | 10/20/2021                         |
| <b>Drill Description</b>   | Fire Drill                                | Lockdown                           |
| <b>Duration of Drill</b>   | 4 minutes                                 | 3 minutes                          |
| <b>Weather Conditions</b>  | Cloudy                                    | Sunny                              |
| <b>Conductor of Drill</b>  | D. Krowl ,K. Swan, T. Holmes, M. Mitchell | D. Krowl ,K. Swan, M. Mitchell, PD |
| <b>Notification Method</b> | Radios, Fire alarm system                 | Radios                             |

## **XII. MINUTES**

### **Motion to approve the following minutes:**

- September 8, 2021 Committee of the Whole Meeting
- September 8, 2021 Executive Session
- September 29, 2021 Regular Board Meeting

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino \_\_\_\_\_ Mr. Davidson \_\_\_\_\_ Dr. Deeney \_\_\_\_\_ Ms. Jardinella \_\_\_\_\_ Ms. Larsen \_\_\_\_\_ Ms. Munoz \_\_\_\_\_ Dr. Simon \_\_\_\_\_ Ms. Stein \_\_\_\_\_ Mr. Deo \_\_\_\_\_

## **XIII. COMMITTEE REPORTS**

### **A. Curriculum**

Discussion

- Start Strong Assessment
- Learning support for students
- Enrichment programs for students
- Parent Teacher Conferences

### **Motion to approve the following:**

1. Approve the following field trip for the 2021-2022 school year:

| <b>Grade</b> | <b>Destination</b>                                                                      | <b>Date</b> | <b>Cost per Student</b><br>(cost of attendance not paid by district) |
|--------------|-----------------------------------------------------------------------------------------|-------------|----------------------------------------------------------------------|
| 8            | Voorhees H.S. to learn about courses, registering for classes and to tour the building. | Jan. 2022   | -0-                                                                  |

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino \_\_\_\_\_ Mr. Davidson \_\_\_\_\_ Dr. Deeney \_\_\_\_\_ Ms. Jardinella \_\_\_\_\_ Ms. Larsen \_\_\_\_\_ Ms. Munoz \_\_\_\_\_ Dr. Simon \_\_\_\_\_ Ms. Stein \_\_\_\_\_ Mr. Deo \_\_\_\_\_

### **B. Policy**

Discussion

### **Motion to approve the following policy on second reading:**

- 3451 Petty Cash Funds

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino\_\_\_\_ Mr. Davidson\_\_\_\_ Dr. Deeney\_\_\_\_ Ms. Jardinella\_\_\_\_ Ms. Larsen\_\_\_\_ Ms. Munoz\_\_\_\_ Dr. Simon\_\_\_\_ Ms. Stein\_\_\_\_ Mr. Deo\_\_\_\_

**C. Finance**

Discussion

- Substitute Pay Rate

**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 October 1, 2021 through October 28, 2021 for a total amount of \$934,141.58.

2. Acceptance and Approval of Board Secretary's Report for the month of September, 2021 and the revised Board Secretary's Report for the month of June, 2021.

**BE IT RESOLVED** that upon review of the Board Secretary's Reports for the month of September, 2021 and the revised Board Secretary's Report for the month of June, 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).

3. Acceptance and Approval of Treasurer's Report for the month of September, 2021.

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

4. Approve the attached list of transfers.

5. 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                                             |
|----------------|---------------|--------------|----------------|---------------------------------------------------------------|
| Samantha Wu    | 10/20/21      | \$180.00     | -0-            | NJ Science Convention, Princeton, NJ                          |
| Karen Morrow   | 10/1, 10/2/21 | \$150.00     | -0-            | Virtual Fall Conference NJ International Dyslexia Association |
| Mary Chandler  | 11/17         | \$25.00      | -0-            | Webinar - The Power of Gratitude and How to Stay Motivated    |
| Megan McCoy    | 12/10/21      | \$155.00     | -0-            | Virtual - NJ Assn. of School Psychologist Conference 2021     |
| Sheila Donovan | 11/30/21      | \$150.00     | -0-            | Webinar - Legal 1 HIB Law                                     |

Mileage will be reimbursed according to board policy.

6. Effective November 1, 2021, approve the substitute teacher/paraprofessional/secretarial daily sub pay rate as \$90 per day. \$120 for the 6th day worked and all subsequent days.
7. Approve the Comprehensive Maintenance Plan (CMP) and Form M-1 (Annual Maintenance Budget Amount Worksheet) for the 2022-2023 school year for submission to the County Office.
8. Approve the Health and Safety Evaluation of School Buildings Checklist for 2021-2022 to be kept on file in the Business Office. The Statement of Assurance will be submitted to the County Office.

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino\_\_\_\_Mr. Davidson\_\_\_\_Dr. Deeney\_\_\_\_Ms. Jardinella\_\_\_\_Ms. Larsen\_\_\_\_Ms. Munoz\_\_\_\_Dr. Simon\_\_\_\_Ms. Stein\_\_\_\_Mr. Deo\_\_\_\_

#### **D. Technology**

Discussion

#### **E. Facilities**

Discussion

- POS System
- Water Treatment System for PFAS

#### **F. Transportation**

Discussion

**Motion to approve the following:**

1. Approve the shared transportation services agreement between the Tewksbury Township Board of Education and the Readington Township Board of Education.

2. Approve the purchase of a 2009 International bus from Washington Township in the amount of \$5,600.
3. Approve the Interlocal Vehicle Sale Agreement with Hunterdon County Educational Services Commission. In accordance with N.J.S.A 40A:65-1, et. seq. and N.J.S.A. 18A:6-51 et. seq., the Tewksbury Township Board of Education enters into an inter-Local Vehicle Sale Agreement with HCESC for the following vehicles:

| Vehicle # | VIN#              | Description                       |
|-----------|-------------------|-----------------------------------|
| 14        | 4UZAAXAK84CL84099 | 2004 Thomas 54-Passenger Bus      |
| 16        | 1FDWE45F93HB98854 | 2005 Ford/Thomas 16-Passenger Bus |
| Pickup    | 3B7KF26Z2XM545665 | 1999 Dodge 2500 Pickup            |

As per this agreement, the Tewksbury Township Board of Education does agree to pay a 10% commission to the HCESC, which will handle all advertisements, bid documentation, promotion and warehousing of above-listed vehicles: and that any offers to purchase subject vehicles will be presented by the HCESC to the Tewksbury Township Board of Education, which will have the right to authorize acceptance, counter or decline for each offer.

4. Approve, in accordance with N.J.S.A 40A:65-1, et. seq. and N.J.S.A. 18A:6-51 et. Seq. via active Inter-Local Vehicle Sale Agreement with HCESC, accept highest bid offers at a sealed-bid opening held on October 21, 2021 at the Hunterdon County Education Services Commission 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 |
|-----------|-------------------|-----------------------------|------|---------------|---------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Pickup    | 3B7KF26Z2XM545665 | Dodge Ram 2500              | 1999 | 360 ci V8 gas | Unknown | Hydraulic | Standard cab with 8 ft bed. Includes rusted plow and blade. Vehicle will have to be towed or trailered. Mileage unknown and because battery is dead, cannot check | \$700            |

Bid Opening Results are as follows:

| Vehicle # | Aldin Trans. | Kevin Woods | Jersey One Auto | TOP OFFER |
|-----------|--------------|-------------|-----------------|-----------|
| Pickup    | \$700        | \$300       | \$672           | \$700     |

Payment as result of Bid Opening is as follows:

| Vehicle # | Sealed Bid Offer | Bid Awarded To | Tewksbury Twp - 90% | HCESC - 10% |
|-----------|------------------|----------------|---------------------|-------------|
| Pickup    | \$700            | Aldin Trans.   | \$630               | \$70        |

5. Reject, 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, highest bid offers at a sealed-bid opening held on October 21, 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 vehicles:

| Vehicle # | VIN#                  | Brand/<br>Chasis,<br>Style,<br>Model   | Year | Engine                    | Miles   | Brakes     | Details                                                                | Sealed Bid<br>offer |
|-----------|-----------------------|----------------------------------------|------|---------------------------|---------|------------|------------------------------------------------------------------------|---------------------|
| 14        | 4UZAAXAK8<br>4CL84099 | Freightliner<br>54<br>passenger<br>bus | 2004 | CAT<br>3126               | 170,022 | Air brakes | Starts/runs<br>with jump<br>start. Overall<br>condition is<br>good.    | \$872               |
| 16        | 1FDWE45F93<br>HB98854 | Ford<br>Thomas 54<br>passenger<br>bus  | 2005 | 7.3 V8<br>Turbo<br>Diesel | 120,629 | Hydraulic  | Significant<br>rust on<br>undercarriage.<br>Has not run in<br>a while. | \$833               |

Bid Opening Results are as follows:

| Vehicle # | Shore Vans. | Jersey One Auto | TOP OFFER<br>REJECTED |
|-----------|-------------|-----------------|-----------------------|
| 14        | \$0         | \$872           | \$872                 |
| 16        | \$500       | \$833           | \$833                 |

The vehicles will be put out to bid again on November 10, 2021 at 12:00 pm by the Hunterdon County Educational Services Commission.

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino \_\_\_\_\_ Mr. Davidson \_\_\_\_\_ Dr. Deeney \_\_\_\_\_ Ms. Jardinella \_\_\_\_\_ Ms. Larsen \_\_\_\_\_ Ms. Munoz \_\_\_\_\_ Dr. Simon \_\_\_\_\_ Ms. Stein \_\_\_\_\_ Mr. Deo \_\_\_\_\_

## G. Communications

Discussion

## H. Other

### Discussion

#### Motion to approve the following:

1. Approve the Nursing Services Agreement for the 2021-2022 school year.

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino \_\_\_\_\_ Mr. Davidson \_\_\_\_\_ Dr. Deeney \_\_\_\_\_ Ms. Jardinella \_\_\_\_\_ Ms. Larsen \_\_\_\_\_ Ms. Munoz \_\_\_\_\_ Dr. Simon \_\_\_\_\_ Ms. Stein \_\_\_\_\_ Mr. Deo \_\_\_\_\_

## XIV. 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.

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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. *Rescind the motion below which was approved at the 9/8/21 meeting:  
Approve Pam Nugent as a teacher for the homework helper club for one hour after school 3 days per week at the hourly rate of Step 15 BA+30 \$62.66/hour for the 2021-2022 school year.*
2. Approve Pam Nugent as a teacher for the homework helper club for one hour after school up to 2 days per week at the hourly rate of Step 15 BA+30 \$62.66/hour for the 2021-2022 school year.
3. Approve Kristen Rinehart as a teacher for the homework helper club for one hour after school 1 day per week at the hourly rate of Step 11 MA \$53.21/hour for the 2021-2022 school year.

4. Approve Krista Kovalsky as a Grade K-2 Social Skills Club Facilitator for up to one hour before school, every other week at the hourly rate of Step 15 MA+15 \$64.97 (prorated if less than 1 hour) for the 2021-2022 school year.
5. Approve Joan Condren as a Home Instruction Teacher beginning October 28, 2021 through June 30, 2022 on an as needed basis at Step 15 MA+15 at \$64.97 per hour plus mileage.
6. Approve Krista Kovalsky as a Home Instruction Teacher beginning October 28, 2021 through June 30, 2022 on an as needed basis at Step 15 MA+15 at \$64.97 per hour plus mileage.
7. Approve the following honoraria positions for the 2021-2022 school year:

| Name           | Honoraria Position          | Compensation |
|----------------|-----------------------------|--------------|
| Darcy Harp     | Cheerleading Head Coach     | \$5,247.00   |
| Peter Berg     | Boys Basketball Head Coach  | \$5,247.00   |
| Patty Jennings | Girls Basketball Head Coach | \$5,247.00   |

**Motion:** \_\_\_\_\_ 2nd \_\_\_\_\_

**Discussion:**

**Roll Call:**

Ms. Carrino \_\_\_\_\_ Mr. Davidson \_\_\_\_\_ Dr. Deeney \_\_\_\_\_ Ms. Jardinella \_\_\_\_\_ Ms. Larsen \_\_\_\_\_ Ms. Munoz \_\_\_\_\_ Dr. Simon \_\_\_\_\_ Ms. Stein \_\_\_\_\_ Mr. Deo \_\_\_\_\_

## **XV. OLD BUSINESS**

## **XVI. NEW BUSINESS**

## **XVII. ADJOURNMENT**

Motion \_\_\_\_\_ 2nd \_\_\_\_\_ Time of Adjournment: \_\_\_\_\_ p.m.

All in Favor:

**Roll Call:**

Ms. Carrino \_\_\_\_\_ Mr. Davidson \_\_\_\_\_ Dr. Deeney \_\_\_\_\_ Ms. Jardinella \_\_\_\_\_ Ms. Larsen \_\_\_\_\_ Ms. Munoz \_\_\_\_\_ Dr. Simon \_\_\_\_\_ Ms. Stein \_\_\_\_\_ Mr. Deo \_\_\_\_\_