TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting, October 27, 2021

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:02 p.m. at Old Turnpike School.

PRESENT: Ms. Carrino, Dr. Deeney, Mr. Deo, Ms. Jardinella, Ms. Larsen (arrived 7:10), Ms. Munoz (arrived 7:05), Dr. Simon, Ms. Stein

ABSENT: Mr. Davidson

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

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Ms. Jardinella to enter executive session. The time was 7:03 p.m. Motion carried.

Motion was made by Mr. Deo and seconded by Ms. Carrino to return to open session. The time was 7:29 p.m. Motion carried.

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:30 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, Dr. Deeney, Mr. Deo, Ms. Jardinella, Ms. Larsen, Ms.Munoz, Dr. Simon, Ms. Stein

ABSENT: Mr. Davidson

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

OPPORTUNITY FOR PUBLIC COMMENT: The following members of the public commented:

- Ted Sanseverino, Lebanon, NJ - His kindergarten son is bothered by wearing a mask all day. Also commented about the quality of the food served for lunch.
- Carolyn Thow, Califon, NJ - Not happy with the quality of the food, knows of resources other than Maschio's Food Service.
- Ted Sanseverino, Lebanon, NJ - Would like to know if we are teaching critical race theory. Requested a hard copy of the kindergarten curriculum.

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

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

PRESENTATION: None.

CORRESPONDENCE: An email was received from a parent regarding school health and safety.

SUPERINTENDENT'S REPORT: There have been no new cases of COVID among staff or students in over a month. The Hunterdon County Department of Health has informed the superintendents that vaccines will be available for children ages 5 to 11 starting the week of November 1st for those interested. Remote learning days due to a COVID outbreak can count towards the 180 days required for the school year. Also, weather related school closings of more than 3 days can transition to remote learning on the 4th day and this will also count towards the 180 required days. The district is still looking for substitute teachers. The NJDOE reduced the required number of college credits for subs from 60 to 30 if actively in school. There was one HIB related incident for the month of October, 2021. The Board reviewed the enrollment reports and fire/safety drill reports.

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

School	Old Turnpike School	
Month/Year	Oct. 2021	Oct. 2021
Date	10/7/2021	10/20/2021
Drill Description	Fire Drill	Lockdown
Duration of Drill	4 minutes	3 minutes
Weather Conditions	Cloudy	Sunny

Conductor of Drill	**D. Krowl ,K. Swan, T. Holmes, M. Mitchell**	**D. Krowl ,K. Swan, M. Mitchell, PD**
Notification Method	**Radios, Fire alarm system**	**Radios**

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

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

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

Ms. Larsen exited the meeting. The time was 7:46 p.m.

CURRICULUM: Students in grades 4-8 have completed the Start Strong assessments. Unofficial scores have been received and are being reviewed by the teachers. Individual score reports should be available for parents in late November. The district is receiving additional federal grant funds to support enrichment learning and SEL needs. Conferences will be held virtually the week of November 1st.

Motion was made by Mr. Deo and seconded by Ms. Stein to approve the following field trip for the 2021-2022 school year:

Grade	Destination	Date	Cost per Student (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-

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

POLICY: Motion was made by Mr. Deo and seconded by Ms. Munoz to approve the following policy on second reading:

- 3451 Petty Cash Funds

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

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

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.

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).

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).

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
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.

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.

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.

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.

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

TECHNOLOGY: None.

FACILITIES: Ms. Goguen updated the board on the point of sale cafeteria system and the water treatment system for PFAS.

Ms. Larsen returned to the meeting. The time was 8:08 p.m.

TRANSPORTATION: Motion was made by Mr. Deo and seconded by Ms. Stein to approve the following:
Discussion: Purchase of two new buses.

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

Approve the purchase of a 2009 International bus from Washington Township in the amount of $5,600.

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.

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 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 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

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/ 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.	$872
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.	$833

Bid Opening Results are as follows:

Vehicle #	Shore Vans.	Jersey One Auto	TOP OFFER

			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.

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

Motion was made by Ms. Munoz and seconded by Ms. Larsen 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.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, Lori Larsen, Suleyka Munoz, William Simon, Andrea Stein
No: Angela Deeney, Susanne Jardinella, Micheal Deo
Absent: Greg Davidson

COMMUNICATIONS: None.

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

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

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

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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.

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.

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.

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.

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.

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.

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

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

OLD BUSINESS: Ms. Stein inquired about the 8th grade play and the 8th grade trip. At this point there are no staff members interested in directing. The district is looking outside for a director. Dr. Shouffler and Dr. Mitchell are discussing the 8th grade trip to D.C. as well as alternate options.

NEW BUSINESS: Ms. Jardinella spoke about the Old Turnpike School parking lot which can be confusing to visitors.

ADJOURNMENT: Motion was made by Mr. Deo and seconded by Ms. Larsen to adjourn the meeting. The time was 8:49 p.m.

All in Favor: Jillian Carrino, Angela Deeney, Susanne Jardinella, Lori Larsen, Suleyka Munoz, William Simon, Andrea Stein, Michael Deo
Absent: Greg Davidson
Opposed: None

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary