TEWKSBURY TOWNSHIP SCHOOL DISTRICT

173 Old Turnpike Road
Califon, New Jersey 07830
Phone: 908-439-2010 Fax: 908-439-2655

BOARD MEETING AGENDA

August 18, 2021
7:00 PM
Old Turnpike School All Purpose Room
or
Click Here to Join Zoom Meeting
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/u/k3ZSV78pf

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

District Goals

1. Create and implement a Remote Learning Plan to support our students and teachers in distance learning
2. Identify student learning needs as they begin the 2020-2021 school year. Support teachers in addressing those needs through targeted goals in the curriculum and focused lesson planning

Board Goals

1. Continuously improve the quality of education in the district while remaining fiscally responsible.

I. CALL TO ORDER Time:_____

II. 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, the Hunterdon Democrat, the Hunterdon Review and notice of the meeting has been posted in the Township Municipal Building, both school buildings and the Tewksbury Township Public Library.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

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

V. 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 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.

VI. PRESENTATIONS

- I3 Education presentation/demonstration of Point of Sale system for Cafeteria
- LAN Architect Proposal on Survey of Facilities- Vlad Potiyevsky
- School Schedules- Katie Lemerich and Michael Mitchell

VII. CORRESPONDENCE

- Email from Parent

VIII. SUPERINTENDENT'S REPORT

- Update on Safe Return to School and Health Information
- HIB Report - There were no HIB incidents for the month of August, 2021
- Enrollment Reports
- Emergency/Fire Drill Reports

TEWKSBURY ELEMENTARY SCHOOL		
Month/Year	**July 2021**	**July 2021**
Date	**7/14/21**	**7/29/21**
Drill Description	**Fire Drill**	**Security drill- Hold in place**
Duration of Drill	**3 minutes**	**2 minutes**
Weather Conditions	**Sunny**	**Sunny**

Conductor of Drill	Dale Grover, Megan Verderamo and Katie Lemerich	Megan Verderamo and Dale Grover
Notification Method	Alarm	PA system and radio

IX. BOARD ACTION

A. APPROVAL OF MINUTES
Discussion

Motion to approve the following minutes:

- July 14, 2021 Regular Board Meeting
- July 14, 2021 Executive Session

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

B. CURRICULUM
Discussion

- TES Clubs
- Start Strong NJDOE Assessment

Motion to approve the following for the 2021-2022 school year:

1. Approve Michael Mitchell as the Affirmative Action Officer.
2. Approve Kathryn Lemerich as the District HIB Specialist and the Anti-Bullying Coordinator.
3. Approve Sheila Donovan as the Tewksbury Elementary School HIB Coordinator.
4. Approve Mary Cutri-French as the Old Turnpike School HIB Coordinator.
5. Approve Megan Verderamo as the School Safety Specialist.
6. Approve Megan Verderamo as the District Testing Coordinator.
7. Approve Megan Verderamo as Title IX Coordinator.
8. Approve Sheila Donovan as the Tewksbury Elementary School Testing Coordinator.
9. Approve Mary Cutri-French as the Old Turnpike School Testing Coordinator.
10. Approve Sheila Donovan as the Tewksbury Elementary School 504 Plan Coordinator.
11. Approve Mary Cutri-French as the Old Turnpike School 504 Plan Coordinator.
12. Approve the use of the Charlotte Danielson 2013 Teacher Evaluation Model and Frontline Professional Growth Evaluation Tool.
13. Approve the use of the Kim Marshall Evaluation Rubric for the Administrator Evaluation.
14. Approve the adoption of the 2021-2022 Mentoring Plan.
15. Approve the adoption of the 2021-2022 Professional Development Plan.
16. Approve the following members of the District Safety Team:
    - Jennifer Shouffler - Superintendent

- Megan Verderamo - Supervisor of Special Services
- Kathryn Lemerich - Principal, Tewksbury Elementary School
- Michael Mitchell - Principal, Old Turnpike School
- Heather Goguen - School Business Administrator
- Brian Jesby - Coordinator of Buildings and Grounds
- Tom Holmes - Custodian
- Dale Grover- Custodian
- Bob Hoffman, Jr. - Coordinator of Transportation
- Kelly Cullen - School Nurse, Old Turnpike School
- Nancy Morogiello - School Nurse, Tewksbury Elementary School
- Tom Lobb-Teacher
- Eileen Callahan - Principal's Secretary, Tewksbury Elementary School
- Dee Krowl - Principal's Secretary, Old Turnpike School
- Detective Tim Hanft - Tewksbury Township Police Department

17. Approve the following members of the School Improvement Panel (ScIP):
    - Tewksbury Elementary School
        - Kathryn Lemerich-Principal
        - Krista Kovalsky-Teacher
        - Tara Saksa- Teacher
    - Old Turnpike School
        - Michael Mitchell-Principal
        - Katrina Moore-Spanish Teacher
        - Cathy Zisk- Social Studies Teacher

18. Approve the following members of the Data Quality Team:
    - Jennifer Shouffler-Superintendent
    - Kirsli Spinks-Network and Database Support Technician
    - Matt Hamma-Database SIS Administrator

19. Approve all district curriculum, including the following updated documents from the 2021 summer: Social Studies Grades 5-6, Music Grades K-8, Art Grades K-8, Spanish K-8, and Mathematics Grades K-5.

C. POLICY

Discussion

- Transition to Strauss Esmay policy provider

Motion to approve the following policies on second reading:

- 2224.1 Title IX – Sex-Based Discrimination (Policy, Regulation and Report Form)

- 3542.2 School Meal Program Arrears
- Bylaw Guide 0155.1 - Board Member Participation at Board Meetings Using Electronic Devices

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

D. FINANCE
Discussion

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 June 30, 2021 through June 30, 2021 for a total amount of $564,478.57 and July 15, 2021 through August 18, 2021 for a total amount of $797,841.72.

2. Acceptance and Approval of 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 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 June, 2021.

   BE IT RESOLVED that upon review of the Treasurer'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 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
Jennifer Shouffler	8/19/21, 9/15/21, 2/3/2022, 3/30/2022	$500.00	-0-	HR Professionals: Focused Discussions on Critical Yearly Discussions 1) Post Pandemic HR Issues 2) Starting the Year Being State Compliant 3) Critical Mid-Year HR Challenges 4) End of School Year HR Issues Virtually and Trenton, NJ
Jennifer Shoufffler	10/7, 10/8/21	-	$195 Hotel	Hunterdon County Superintendents Retreat Shawnee on Delaware, PA
Michael Mitchell	8/24/21	$125.00		Legal One Discrimination Law-Affirmative Action Officer, Virtual Meeting

Mileage will be reimbursed according to board policy.

6. Approve Renewal of membership to the School Alliance Insurance Fund (SAIF).

7. Approve FY21 Nonpublic Transportation Aid in the amount of $15,370.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

E. TECHNOLOGY

Discussion

- 1-to-1 Chromebook Use for Students
- Applitrack
- I3 POS for Cafeteria

Motion to approve the following:

1. Approve the purchase of I3 Point of Sale system for the cafeteria.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

F. FACILITIES
Discussion

- OTS Water Update

G. COMMUNICATIONS
Discussion

H. OTHER
Discussion

X. LEGISLATIVE REVIEW

- Expansion of Civic Education in Middle School

XI. 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.

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.

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XII. EXECUTIVE SESSION

Motion _____ 2nd _____ Enter closed session at _____p.m.
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

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.
Discussion
Roll Call:

Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

I. PERSONNEL
Discussion

Motion to approve the following:

1. Approve Cathy Zisk to facilitate training of new staff on August 26, 2021 in the Danielson Model of evaluation. Up to (3) hours at the rate of $40/hour.

2. Approve school nurses Kelly Cullen and Nancy Morogiello to perform contract tracing after school hours at the rate of $40 per hour.

3. Accept, with regret, the resignation of Gerilynn Ambrosky, Special Education Instructional Aide, effective date September 9, 2021 or sooner. (TES-AIDE-INST-01).

4. Accept, with regret, the resignation of Bethany Zgorzynski, part time Speech Pathologist, effective date October 9, 2021 or sooner. (DIST-SPEC-CST-02).

5. At the recommendation of the Superintendent, approve Frank Mezle as a full time Learning Disabilities Teacher Consultant (LDT-C) effective August 30, 2021 through June 30, 2022 at Step 5 MA, $62,497.00, pending criminal history review.

6. At the recommendation of the Superintendent, approve Robert Cline as a substitute school bus driver for the 2021-2022 school year, pending criminal history review.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.
Discussion
Roll Call:
Ms. Carrino____Mr. Davidson____Dr. Deeney____Ms. Jardinella____Ms. Larsen____Ms. Munoz____Dr. Simon____Ms. Stein____Mr. Deo____