TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
June 16, 2021

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Mr. Deo at 7:09 p.m. at Old Turnpike School.

PRESENT: Ms. Carrino, Mr. Davidson, Dr. Deeney, Ms. Jardinella, Ms. Larsen, Ms. Munoz, Dr. Simon, Ms. Stein, Mr. Deo

ABSENT: None.

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

Ms. Goguen read the Sunshine Law:

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.

The Board pledged Allegiance to the Flag.

OPPORTUNITY FOR PUBLIC COMMENT: The following members of the community spoke during the public comment portion of the meeting:

- Ms. Kristina Cagno, Pottersvile, NJ - would like the district to return to pre-COVID status and not require mask wearing in the fall.
- Ms. Connie Wygera, Lebanon, NJ - inquired about the social studies curriculum and how it will be presented.
- Ms. Robbie Esposito, Pottersville, NJ - would like the district to return to pre-COVID status and not require mask wearing in the fall.

PRESENTATION: Dr. Shouffler presented the Safe Return to School Plan 2021 and informed the board that the updated 2020 Return to School Plan will be posted to the website. After presenting, the floor was opened for comments from the board and the public community. Members of the board inquired about asking students if they were vaccinated, clubs in the fall, following CDC and NJDOE guidelines, and consistency throughout the district. Ms. Cagno, Pottersvile, would not like to see unvaccinated students wearing masks, while vaccinated students are not wearing masks.

CORRESPONDENCE: A letter was received from a parent regarding mask wearing locally.

SUPERINTENDENT'S REPORT: Dr. Shouffler updated the board on health information. Schools are still under NJ Executive Order 175 which governs mask wearing and social distancing. As of now, students are still required to wear masks in the schools, but can remove them outside and in cases of excessive heat. We are uncertain as to what will happen in the fall, but will keep apprised of recommendations and executive orders.

There were no HIB incidents for the month of June. Enrollment reports and emergency/fire drill reports were reviewed.

OLD TURNPIKE SCHOOL			
Month/ Year	May 2021	June 2021	June 2021
Date	5/28/21	6/3/2021 2:00pm	6/9/2021 7:30am
Drill Description	Security Drill- Evacuation Drill	Fire Drill	Bus evacuation drill
Duration of Drill	5 minutes	5 Minutes	15 Minutes
Weather Conditions	Nice day	Rainy	Warm
Conductor of Drill	Holmes/Krowl	Holmes/Swan	Mitchell/Hoffman
Notification Method	PA system/Radio/email	PA system, radio and email	Email sent to staff on 6/9

TEWKSBURY ELEMENTARY SCHOOL			
Month/Year	May 2021	June 2021	June 2021
Date	5/28/21	6/7/21	6/9/21
Drill Description	Security Drill- Evacuation Drill	Fire Drill	Bus Evacuation Drill
Duration of Drill	5 minutes	4 minutes	5 minutes
Weather Conditions	nice	Cloudy (with thunder in the distance)	Beautiful
Conductor of Drill	M. Verderamo & K. Lemerich	Dale, Megan and Katie	Bob Hoffman, Megan Verderamo
Notification Method	Email, alarm, walkie-talkies	PA system	Email

APPROVAL OF MINUTES: **Motion was made by Mr. Deo and seconded by Ms. Jardinella to approve the following minutes:**
Discussion: None

- May 5, 2021 Committee of the Whole Meeting
- May 5, 2021 Executive Session
- May 19, 2021 Regular Board Meeting

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

CURRICULUM: NWEA MAP assessments were completed last week. Plans are to report on the analysis of student growth at the July board meeting.

POLICY: Motion was made by Mr. Deo and seconded by Dr. Simon to approve the following policies on first reading:
Discussion: Ideas for monitoring lunch arrears were discussed.

- 2224.1 Title IX – Sex-Based Discrimination (Policy, Regulation and Report Form)
- 3542.2 School Meal Program Arrears
- 6140 Curriculum Adoption

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

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

Approval of Bills

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period May 19, 2021 through June 16, 2021 for a total amount of $1,282,622.01.

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

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

BE IT RESOLVED that upon review of the Treasurer's Report for the month of May, 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
Eileen Callahan	7/6 - 7/9/21 9:00 - 10:30	$160.00	-0-	Intermediate Google Training For School Secretaries - NJECC Virtual Workshop
Eileen Callahan	7/6 - 7/9/21 11:00 - 12:30	$160.00	-0-	Advanced Google Training for School Secretaries - NJECC Virtual Workshop
Mary Chandler	7/6 - 7/9/21 9:00 - 10:30	$160.00	-0-	Intermediate Google Training for School Secretaries - NJECC Virtual Workshop
Dee Krowl	7/6 - 7/9/21 9:00 - 10:30	$160.00	-0-	Intermediate Google Training for School Secretaries - NJECC Virtual Workshop
Kara Swan	7/8/21 & 7/9/21 9:00 - 10:30	$90.00	-0-	Intermediate Google Training for School Secretaries - NJECC Virtual Workshop
Barbara Simcox	7/6 - 7/9/21 11:00 - 12:30	$160.00	-0-	Advanced Google Training for School Secretaries - NJECC Virtual Workshop
Krista Kovalsky	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.
Meghan Erb	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.
Nicole Fuentes	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.
Joseph Frankosky	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.
Jeanette Pill	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.
Joelle Capece	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.
Megan Verderamo	virtual, self-paced training	$695.00	-0-	Orton-Gillingham on-line comprehensive training. 32 hours.

Mileage will be reimbursed according to board policy.

Approve the submission of the IDEA application for the FY 2022, and accept the grant award upon subsequent approval for the FY 2022 IDEA application. Grant allocations: Basic $109,061.00; Preschool $7,760.00.

Approve the following resolution:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS,the Tewksbury Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed $750,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Tewksbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

BE IT RESOLVED, that the Board approve the following resolution:

Approval to Transfer Current Year Surplus to Capital Reserve Account

Acknowledge receipt of Report of Vendors for the 2020-2021 school year as per P.L. 2015 Chapter 47.

Revised acceptance of Alyssa's Law Grant in the amount of $28,557.00 and approval of the submission of the School Security Grant and acceptance of the School Security Grant entitlement for the fiscal year 2021 in the amount of $28,557.00. The board also approves the use of local funds in the amount of $15,095.55 should the costs exceed the grant allowance of $28,557.00.

Accept the donation of $1,000.00 from the Garden Club of Somerset Hills Community Grant for the Tewksbury Elementary School garden.

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

TECHNOLOGY: The board discussed live streaming the BOE meetings. Language will be added to the website regarding comments.

FACILITIES: Ms. Goguen updated the board on the OTS locker room renovations. Ms. Goguen met with the new school architect from LAN. The architect will be doing a thorough tour of the facilities in July and will make recommendations for the 10 year LRFP afterwards.

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: The July 7 and 21 Board Meetings will be cancelled and replaced with one meeting on July 14th. The policy on board members attending virtually will be reviewed. Robert's Rules were reviewed.

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

Approve the board retreat date of August 18, 2021 at 4:00 p.m. Location to be determined.

Approve the Safe Return to School Plan for the 2021-2022 school year.

Final Resolution: Motion carried on a roll call vote.

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

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: The following members of the community and BOE spoke during the public comment portion of the meeting:

- Ms. Brandy Harkins, Califon, NJ - was never notified of a negative balance on lunch account. Inquired about auto-replenishment of the lunch account balance.
- Dr. Deeney congratulated the 8th grade class and appreciated all of the hard work that was done. Dr. Deeney thanked all of the staff and thanked the Superintendent for being steadfast throughout the pandemic.

EXECUTIVE SESSION: Motion was made by Mr. Deo and seconded by Ms. Munoz to enter Executive Session. The time was 8:42 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 was made by Mr. Deo and seconded by Ms. Munoz to return to Open Session. The time was 9:20 PM.

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

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

At the recommendation of the Superintendent, approve a 3% salary increase for the Non-Bargaining Support Staff and Bus Drivers for the 2021-2022 school year.

At the recommendation of the Superintendent, approve Emily Montgomery as a Physical Education/Health Teacher effective August 30, 2021 through June 30, 2022 at Step 1 MA, $59,493.00, pending criminal history review. (TES-TCH-PHED-02)

At the recommendation of the Superintendent, approve Joelle Capece as a Special Education Teacher effective August 30, 2021 through June 30, 2022 at Step 6 BA $59,781.00. (TES-TCH-SPED-08)

At the recommendation of the Superintendent, approve Sean Hayes as a full time custodian effective July 1, 2021 through June 30, 2022, with a 90-day probationary period, at Step 2 $35,868.00. (DIST-CUST-04)

At the recommendation of the Superintendent, approve Connor Dec as a part-time summer IT support technician effective July 12, 2021 at a salary of $15/hour, up to 32 hours per week, not to exceed ten weeks, pending criminal history review.

Accept, with regret, the letter of resignation from Emmalee Hedlund, effective June 3, 2021. (TES-TCH-MUSC-01)

Approve the following substitutes for the 2021-2022 school year:

Maryann Andrioli	Jody Disanza	Lisa Koye (nurse)	Lisa VanDoren
Erin Bolte	Daniella Everhart	Joseph Labosky	Constance Van Epps
Ida Cambria	Gayle Fortunato	Tara Morash	Sally Warner
Pat Ciak	Lysa Fritz	Lori Prussack (nurse)	Tristen Werber (nurse)
Liza Cruz	Heather Heithoff (nurse)	Madison Rinehart	Brandy Wilmott (nurse)
Sharon Cummings-Dec	Owen Jacobus	Amanda Russell	Barbara Witkowski
Kimberly D'Angelo	Ruth Kalamarides	Linda Searles	Antonia Ypsilantis
Regina DeStefano	Carol Kasperowitz	Erin Trevena	

Approve the following staff members as substitutes for the 2021-2022 school year:

- Eileen Callahan
- Cathy Pepe
- Barbara Simcox
- Kara Swan

At the recommendation of the Superintendent, approve Jack DelGrande as a summer custodial helper beginning approximately July 1, 2021 through August 28, 2021 at a salary of $12.00 per hour, pending criminal history review.

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

OLD BUSINESS: Dr. Deeney would like the district to consider using Applitrak for hiring personnel.

NEW BUSINESS: Dr. Simon inquired about the water testing and regulations. Ms. Goguen will speak to the architect and report back.

ADJOURNMENT: Motion was made by Mr. Deo and seconded by Dr. Deeney to adjourn the meeting. The time was 9:29 p.m.

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

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary