# TEWKSBURY TOWNSHIP SCHOOL DISTRICT

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

## BOARD MEETING AGENDA

**April 28, 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**

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

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<br>Ms. Tirone |

## V. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the public is invited to address the Board with questions or comments on agenda items and if time permitting, other 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.

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

- 2021-2022 Budget Presentation- Lori Tirone and Dr. Jennifer Shouffler

## VII. CORRESPONDENCE

## VIII. SUPERINTENDENT'S REPORT

- Update on Health Data and School Schedule
- HIB Report - There were two HIB incidents for the month of April, 2021.
- Enrollment Reports
- Emergency/Fire Drill Reports

| **OLD TURNPIKE SCHOOL** | |
|---|---|
| **Month/ Year** | **April 2021** |
| **Date** | **4/13/21 11am** |
| **Drill Description** | **Fire Drill** |
| **Duration of Drill** | **5 minutes** |
| **Weather Conditions** | **Sunny** |
| **Conductor of Drill** | **B. Karmondi, M. Verderamo** |
| **Notification Method** | **Email was sent on 4/12/, PA system and Radio** |

| TEWKSBURY ELEMENTARY SCHOOL | |
|---|---|
| **Month/Year** | **April 2021** |
| **Date** | **4/13/2021** |
| **Drill Description** | **Fire Drill** |
| **Duration of Drill** | **7 minutes** |
| **Weather Conditions** | **beautiful** |
| **Conductor of Drill** | **M. Verderamo & K. Lemerich** |
| **Notification Method** | **Email and alarm; walkie-talkies** |

## IX. BOARD ACTION

### A. APPROVAL OF MINUTES

**1. Motion to approve the following minutes:**

- March 10, 2021 Committee of the Whole Meeting
- March 10, 2021 Executive Session
- March 24, 2021 Regular Board Meeting
- March 24, 2021 Executive Session

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

### B. CURRICULUM

- ESSER II grant funds to support Learning Loss and SEL
- OTS Sports and competitions

**Motion to approve the following:**

1. Accept the ESSER II grant funds in the following amounts:

| | |
|---|---|
| CRRSA-ESSER II | $30,061 |
| Learning Acceleration | $25,000 |
| Mental Health | $45,000 |

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

### C. POLICY

**Motion to approve the following:**

1. Establish the benefit year for New Jersey earned sick leave as July 1st to June 30th annually.

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

**D. FINANCE**

- Architect RFP

**Motion to approve the following:**

1. 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 March 25, 2021 through April 28, 2021 for a total amount of $1,673,394.16.

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

   **BE IT RESOLVED** that upon review of the Board Secretary's Report for the month of February, 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 February, 2021.

   **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of February, 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. Adoption of Proposed Budget for the 2021-2022 School Year:

   **BE IT RESOLVED** that the Tewksbury Township Board of Education hereby adopts the following proposed budget for the 2021-2022 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required

review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

| **Appropriations** | | **Revenue** | |
|---|---|---|---|
| General Current Expense | $14,306,178 | Budgeted Fund Balance | $ 592,970 |
| Maintenance Reserve | $ 110,400 | | |
| | | Local Tax Levy | $12,796,788 |
| | | Other Revenue | $ 45,550 |
| | | State Aid | $ 1,034,116 |
| Capital Reserve Transfer | $ 1,252,846 | Withdraw Cap. Res. | $ 1,200,000 |
| Special Revenue Fund | $ 125,000 | Grant Entitlements | $ 125,000 |
| Repayment of Debt | $ 742,031 | Local Tax Levy | $ 742,031 |
| **Total Expenditures:** | **$ 16,536,455** | **Total Revenues:** | **$ 16,536,455** |

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. The 2021-2022 budget includes a maximum travel appropriation of $20,000.

6. Statement of Purpose for Capital Reserve Withdrawal

   Approval for the district as it has complied with the procedures governing withdrawals from the capital reserve and will withdraw $1,200,000 to fund construction and architect fees in the Long Range Facilities Plan for the 21/22. The capital reserve withdrawal will be recorded in Fund 12. The projects are: Asbestos Removal at OTS $25,000, Exterior Doors at OTS $200,000, Flooring at OTS $75,000, Irrigation System Repair at OTS $45,000, Lighting Upgrade at OTS $50,000, Lockdown Emergency Notification System at OTS $55,000, Locker Room Renovations $450,000, Parking Lot (Right Side) at OTS $250,000, and Lighting Upgrade at TES $50,000.

7. Approval to Appropriate Funds to the Maintenance Reserve Account

   **BE IT RESOLVED,** upon recommendation of the Chief School Administrator, that the Board of Education will appropriate a sum up to $110,400.00 to the Maintenance Reserve Account.

8. **BE IT RESOLVED,** upon recommendation of the Chief School Administrator, that the Board of Education approve the agreement between the Tewksbury Township School District and the Hunterdon county YMCA for the before and after school child care program and the summer recreation program for the 2021-2022 school year.

9. **BE IT RESOLVED,** upon recommendation of the Chief School Administrator, that the Board of Education approve the contract between the Hunterdon County Educational Services Commission

Board of Education and the Tewksbury Township School District Board of Education to provide public school services for the 2021-2022 school year beginning July 1, 2021 through June 30, 2022.

10. **BE IT RESOLVED,** upon recommendation of the Chief School Administrator, that the Board of Education approve the Resolution for Participation in Coordinated Transportation Agreement between the Tewksbury Township Board of Education and the Hunterdon County Educational Services Commission (HCESC) for the 2021-2022 school year beginning July 1, 2021 through June 30, 2022.

11. **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator approve the contract for the Participation in Coordinated Transportation with Warren County Special Services School District (WCSSSD) for the 2021-2022 school year on an as needed basis (plus a 4% administration fee).

12. **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator approve participation in the Cooperative Pricing System Agreement between NJSBA ACES and the Tewksbury Township Board of Education for the 2021-2022 school year.

13. **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator appoint the law firm of Schenck, Price, Smith and King, LLP as the General Counsel with Marc Zitomer, Lead Counsel for the 2021-2022 school year without competitive bidding as a "Professional Services" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

14. **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator approve the annual appointment of Hunterdon Family Medicine at Hickory Run to be the District's Medical Inspector for the 2021-2022 school year.

15. Approve the following workshop/travel requests for the 2020-2021 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 |
|---|---|---|---|---|
| Lori Tirone | 4/13/21 | $25.00 | | NJASBO Webinar - NJDOE Overview of CRRSA |
| Lori Tirone | 4/22/21 | $50.00 | | A Review of the NJ Start Program & Green Purchasing Webinar - JP Monzo Municipal Consulting, LLC |

Mileage will be reimbursed according to board policy.

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

## E. TECHNOLOGY

## F. FACILITIES

1. **BE IT RESOLVED** that the Board upon recommendation of the Chief School Administrator, approve Lilich Corporation, 246 Union Boulevard, Totowa, NJ 07512 to perform the Girl's Locker Room Abatement at Old Turnpike School as follows: removal and disposal of approximately 70 SF of ceramic cove base mortar / mastic from the girl's locker room at the Old Turnpike Middle School. This project will be performed as a full containment, un-occupied abatement project in accordance with NJAC 5:23-8 (Sub-chapter-8). Estimated duration of the project is four (4) days. This project will be performed over the Memorial Day weekend beginning on the afternoon of May 28 through the weekend to May 31, 2021. The contractor will ensure that he maintains sufficient personnel to complete the project within the allotted time frame. Any questions concerning this project shall be directed to AHERA Consultants Inc., the environmental consultant (ASCM) for this district. Total Cost: $26,500.00.

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

## G. COMMUNICATIONS

## H. OTHER

# X. LEGISLATIVE REVIEW

# XI. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the public is invited to address the Board with questions or comments on agenda items and if time permitting, other 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.

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.

## XII. 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.

### I. PERSONNEL

1. Accept, with regret, the letter of retirement from Donna Lance, Special Education Teacher, effective July 1, 2021. (OTS-TCH-SPED-03)

2. At the recommendation of the Superintendent, approve the increase in hours for Pam Hoy, Cafeteria Aide from 2.5 hours per day to 3.75 hours per day (excluding Wednesdays) in order to facilitate the distribution of lunches at Tewksbury Elementary School.

3. At the recommendation of the Superintendent, approve Regina DeStefano as a substitute teacher for the 2020-2021 school year, pending criminal history review.

4. Approve the request for emergency NJFLA leave by Erin Brogan, instructional aide, effective April 26, 2021. (TES-AIDE-INST-02)

5. Approve the following OTS after school outdoor sports club assistant advisor for game days only. Compensation will be $40/hour, 2 hours per session plus additional $40/hour after 4:00 p.m. (until the games are over and all students are picked up).

| Advisor | Club |
|---|---|
| Peter Berg | Baseball (game days only) |

Motion _____ 2nd _____
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.