TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
April 28, 2021

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Mr. Deo at 7:04 p.m. in the all purpose room at Old Turnpike School.

Mrs. Tirone 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. This meeting is being live streamed and recorded.

The Board pledged Allegiance to the Flag.

PRESENT: Ms. Carrino, Mr. Davidson, Dr. Deeney, Ms. Jardinella, Ms. Larsen (7:11 p.m.), Ms. Munoz, Dr. Simon, Ms. Stein, Mr. Deo

ABSENT: None.

ALSO PRESENT: Dr. Jennifer Shouffler - Superintendent, Lori Tirone - Business Administrator, members of the public

OPPORTUNITY FOR PUBLIC COMMENT: Mrs. Lori Tirone apologized for the last meeting's confusion and not recognizing people in the virtual chat room. The process has been corrected. Mrs. Tirone went over the rules for public comments. Ms. Diane Chase, Lebanon, NJ read a statement pertaining to Principal Lemerich's husband.

PRESENTATION: The proposed budget for 2021-2022 was presented by Mrs. Tirone, Business Administrator.

CORRESPONDENCE: The Board of Education received a letter from the Tewksbury Education Association.

SUPERINTENDENT'S REPORT: Dr. Shouffler updated the board on the health data. Hunterdon County remains in the yellow, moderate risk zone. There was only one confirmed COVID case in the district over the past two weeks. The schools transitioned to a full day schedule on April 26th and after a few refinements, everything is running smoothly. Dr. Shouffler thanked the board, staff and teachers for helping to make the new schedule work. Guidance should be coming out shortly from the NJDOE on school schedules for next year and remote-only learning. There were two HIB incidents for the month of April, 2021. Enrollment reports and emergency/fire drill reports were reviewed.

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

APPROVAL OF MINUTES: Motion was made by Mr. Deo and seconded by Ms. Larsen 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

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: The district, along with other schools throughout the country, received funding to support student learning loss and social-emotional needs due to the pandemic. Dr. Shouffler, along with Ms. Megan Verderamo, is planning the implementation of a summer support program for students in grades 1-8. After school sports clubs are now open for students. Governor Murphy announced the easing of restrictions for outdoor activities. This should allow for more guests at the 8th grade graduation. More guidance is forthcoming.

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

Accept the ESSER II grant funds in the following amounts:

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

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

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

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

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: Five architect companies submitted requests for proposal which were shared with the board. Interviews will be set up at a future meeting.

Motion was made by Mr. Deo and seconded by Dr. Simon to approve the following:

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.

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).

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).

Approve the attached list of transfers.

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.

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.

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.

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.

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.

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.

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).

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.

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.

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.

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.

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: None.

FACILITIES: Motion was made by Mr. Deo and seconded by Ms. Larsen to approve the following:

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.

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve Nickerson Corporation, 11 Moffitt Boulevard, Bay Shore, NY 11706, to furnish and deliver all materials and do and perform all work in accordance with Contract Documents and Specifications, for the Lockers at Old Turnpike School Locker Rooms, 171 Old Turnpike Road, Califon, NJ, prepared by Gianforcaro Architects, Engineers & Planners, 555 East Main Street, Suite 1, Chester, NJ 07930. Nickerson Corporation shall furnish all labor, materials, supplies, equipment and rigging to install new metal lockers in the renovated locker rooms at the Old Turnpike School Locker Room. The project MUST include material and installation, all as shown on the plans and outlined in the specification. Total Cost $59,000.00.

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

COMMUNICATIONS: None.

OTHER: None.

LEGISLATION: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

EXECUTIVE SESSION: Motion was made by Mr. Deo and seconded by Dr. Deeney to enter Executive Session. The time was 7:52 PM.

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 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. Larsen to return to Open Session. The time was 9:04 PM.

PERSONNEL: Dr. Shouffler congratulated Donna Lance on her retirement and thanked her for her years of service to the distinct.

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

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

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.

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

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

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)

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

And replace with:
Approve the request for emergency NJFLA/FMLA leave (to be run concurrently) by Erin Brogan, instructional aide, effective May 3, 2021. (TES-AIDE-INST-02)

At the recommendation of the Superintendent, approve Erin Bolte as a Home Instruction Teacher for the 2020-2021school year on an as needed basis at the rate of $40.00 per hour plus mileage.

At the recommendation of the Superintendent, approve Gerilynn Ambrosky as a Home Instruction Teacher for the 2020-2021school year on an as needed basis at the rate of $40.00 per hour plus mileage.

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: None.

NEW BUSINESS: None.

ADJOURNMENT: Motion was made by Mr. Deo and seconded by Ms. Munoz to adjourn the meeting. The time was 9:07 p.m.

Motion carried.

Respectfully submitted,

Lori A. Tirone
Board Secretary