Minutes November 19, 2020 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
November 19, 2020

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Mrs. Pettegrove at 7:02 p.m. This was a Virtual Board Meeting.

Due to the COVID-19 health crisis, the next scheduled meeting of the Tewksbury Board of Education will not be physically open to the public. This is to ensure we follow best practices for social distancing. The November 19th Board of Education meeting will be live streamed to the public via Zoom. The link to the meeting is November 19, 2020 Virtual Board Meeting. *Any member of the public who wishes to participate may do so during the meeting via the chat option on the Zoom link. All participants must provide their name and address, and your comment and/or question will be included in the Board's public record of the meeting, just as it would for a standard Board meeting.*

Mrs. Ackerman 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.

PLEDGE OF ALLEGIANCE

PRESENT: Mrs. Ackerman, Mrs. Carrino, Dr. Deeney (arrived 7:04), Mr. Deo, Mrs. Jardinella, Mrs. Johnson, Mrs. Larsen, Mrs.Stein, Mrs. Pettegrove

ABSENT: None.

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

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Patricia Cassa, Califon, NJ asked why the decision was made to send the 8th graders to school four days per week, how many students were in the classrooms and are they changing classes? Dr. Shouffler explained that the decision was made to bring back the 8th grade before the new ratings were presented by the Department of Health. Dr. Shouffler also informed Ms. Cassa that the students remain in the classroom and that further information will be provided in the Superintendent's report.

PRESENTATION: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler updated the board on the current health data received from the Department of Health. Due to the high risk level, the district should prepare to implement fully remote learning, enhanced contact tracing and restricting activities with multiple cohorts. As in most of Hunterdon County, Tewksbury is seeing an increase in numbers of staff and students required to quarantine. The district is still committed to the hybrid model that is currently being implemented, but future health data could change this. Re-registration is scheduled for the first week of December. The possibility of offering 4 or 5 days of in person learning to all students is still the future goal. Tonight's BOE meeting was changed to a virtual meeting as a response to the recent Executive Order from the Governor restricting indoor gatherings to 10 people. Dr. Shouffler explained that she has since learned BOE meetings are exempt and may be held in person. A decision will be made about future meetings. It was also learned that remote instruction can be provided in the case of inclement weather rather than taking a snow day. The TEA would like to implement this practice. Dr. Shouffler and Dr. Mitchell attended a virtual Blue Ribbon Award Ceremony to honor Old Turnpike School, which was the only middle school in New Jersey receiving the award this year. There were no HIB incidents for the month of November, 2020. Enrollment and Emergency Drills were reviewed by the Board.

OLD TURNPIKE SCHOOL			
Month/ Year	**Oct. 2020**	**Nov. 2020**	**Nov. 2020**
Cohort	**Staff**	**Cohort A**	**Cohort B**
Date/Time	**10/30/20**	**11/10/20 10:00am**	**11/13/20 10:00am**
Drill Description	**Security Drill Non-fire evacuation due to gas leak**	**Fire Drill**	**Fire Drill**
Duration of Drill	**2 minutes**	**1 minute**	**2 minutes**
Weather Conditions	**Rainy and soggy**	**clear**	**clear**
Conductor of Drill	**M. Verderamo**	**Jesby, Krowl**	**Holmes, Krowl**
Notification Method	**Email**	**PA system, radios & email message to staff**	**PA system, radios & email message to staff**

TEWKSBURY ELEMENTARY SCHOOL			
Month/ Year	**10/30/20**	**Nov. 2020**	**Nov. 2020**
Cohort	**Staff**	**Cohort A**	**Cohort B**
Date/Time	**Security Drill Non-fire evacuation due to gas leak**	**11/10/20 10:30am**	**11/13/20**
Drill Description	**2 minutes**	**Fire Drill**	**Fire Drill**

Duration of Drill	Rainy and soggy	2 min	2 min
Weather Conditions	M. Verderamo	Beautiful Fall day	Rainy
Conductor of Drill	Email	Ben, Dale, Eileen and Megan	Eileen, Katie, Cathy
Notification Method	Staff	PA system and email	PA system, email and radio

APPROVAL OF MINUTES: Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following minutes:

- October 15, 2020 Committee of the Whole Meeting
- October 15, 2020 Executive Session
- October 27, 2020 Regular Board Meeting
- October 27, 2020 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Michael Deo, Susanne Jardinella, Erica Johnson, Lori Larsen, Andrea Stein, Cynthia Pettegrove
Absent: None

CURRICULUM: Drafts of the 2021-2022 school calendar were discussed. A virtual math workshop for parents of grades K-2 was held on November 17th. Dr. Shouffler thanked Ms. Levy and Ms. Regan for sharing their ideas to support the students at home. There will be another workshop on November 23rd. The NJDOE plans to administer statewide testing in the spring of 2021 and dates will be shared with parents and students soon.

POLICY: Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to approve the following policy on second reading:

- 6171.2 Gifted and Talented

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Michael Deo, Susanne Jardinella, Erica Johnson, Lori Larsen, Andrea Stein, Cynthia Pettegrove
Absent: None

FINANCE: Anthony Ardito, CPA is scheduled for the December 1 meeting to present the fiscal year 2020 audit.

Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen 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 October 28, 2020 through November 19, 2020 for a total amount of $965,501.77.

Acceptance and Approval of Board Secretary's Report for the months of September, 2020.

BE IT RESOLVED that upon review of the Board Secretary's Report for the month of September, 2020 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, 2020.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of September, 2020 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 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
Joan Condren	11/19/20	$30	0	Teaching Ratios Virtually- workshop offered by Montclair State University
Joan Condren	11/20/20	$30	0	Teaching Equations Virtually - workshop offered by Montclair State University
Joan Condren	12/3/20	$30	0	Teaching Rational Numbers Virtually - workshop offered by Montclair State University

Approve the Comprehensive Maintenance Plan (CMP) and the Maintenance Budget Worksheet for the 2021-2022 school year for submission to the County Office.

Motion to approve the submission of the 2020-2021 Memorandum of Agreement Between Education and Law Enforcement Officials to the County Office.

Approve the submission of the Health and Safety Evaluation of School Buildings Checklist 2020-2021 to the County Office.

Approve the submission of the 2020-2021 School Safety and Security Plan Annual Review Statement of Assurance to the County Office.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Michael Deo, Susanne Jardinella, Erica Johnson, Lori Larsen, Andrea Stein, Cynthia Pettegrove
Absent: None

TECHNOLOGY: The district is still looking into the options for live streaming BOE meetings.

FACILITIES: Barriers have been purchased for each student in the classrooms at OTS in anticipation of snacks and eventually lunch if we return to full day classes. The new fire alarm system at OTS is fully functional and drills will be performed. Ms. Tirone discussed with the district architect, Mr. Anthony Gianforcaro, having assessments on the TES roof, TES lower parking lot, and putting together specs for the boys and girls locker rooms at OTS. The OTS gym has been cleared and storage items have been moved to the locker rooms. The TES gym has been condensed to ½ gym, ½ storage. Phase two of reduction is in process and Mrs. Tirone thanked the custodial staff.

COMMUNICATIONS: Climate survey results are being analyzed by the Board.

OTHER: The HIB self assessments for 2019-2020 are being submitted to the county. The HIB specialists would like to increase training for themselves, staff and students.

Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to approve the following:

Approve the 2019-2020 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Michael Deo, Susanne Jardinella, Erica Johnson, Lori Larsen, Andrea Stein, Cynthia Pettegrove
Absent: None

LEGISLATIVE REVIEW: New transportation codes are being approved by the NJDOE requiring 3 point seat belts, bus driver training and random checks. The policies will be updated once these are finalized.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Becky Palmer, Long Valley, NJ reiterated the TEA's interest livestreaming the board meetings.

EXECUTIVE SESSION: None.

PERSONNEL: Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following:

At the recommendation of the Superintendent, approve to hire Carol Kasperowitz as a part-time, remote basic skills math teacher for the 2020-2021 school year beginning approximately December 1, 2020 through June 20, 2021 at the rate of $40 per hour, not to exceed 10 hours per week.

At the recommendation of the Superintendent, approve to hire Erin Bolte as a part-time, remote basic skills language arts teacher for the 2020-2021 school year beginning approximately December 1, 2020 through June 20, 2021 at the rate of $40 per hour, not to exceed 10 hours per week.

Approve Meredith Nunez, a student at Fairleigh Dickinson University, for Quest Field Experience III placement in a middle school science classroom. Placement will be for a total of 10 days between December 1, 2020 and January 22, 2021. The cooperating teacher will be Bonnie Mendralla.

Approve the revised maternity leave request for Ms. Allison Caruso, middle school science teacher, with the anticipated return date of March 15, 2021.

Approve the revised maternity leave request for Samantha Wu, middle school science teacher, to extend her maternity leave from March 1, 2021 through the remainder of the 2020-2021 school year, with the anticipated return date to be the first day of school 2021-2022.

Approve the extension of Joelle Capece as a maternity leave replacement, middle school science teacher from March 1, 2021 through the remainder of the 2020-2021 school year.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Michael Deo, Susanne Jardinella, Erica Johnson, Lori Larsen, Andrea Stein, Cynthia Pettegrove
Absent: None

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to adjourn the meeting. The time was 7:56 p.m.

Motion carried.

Respectfully submitted,

Lori A. Tirone