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

BOARD MEETING AGENDA
August 19, 2020
7:00 PM

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

Mrs. Ackerman	Dr. Deeney	Mrs Jardinella	Mrs. Larsen	Mrs. Pettegrove
Mrs. Carrino	Mr. Deo	Mrs. Johnson	Mrs. Stein	Dr. Shouffler Mrs. 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

VII. CORRESPONDENCE

- Parent question about hybrid learning model

VIII. SUPERINTENDENT'S REPORT

- Return to School plans and updates

Motion to approve the following:

1. Approve November 3, 2020 as remote learning day for all students and staff due to Election Day and Executive Order 177.

Motion _____ 2nd _____
Roll Call:
Mrs. Ackerman___ Mrs.Carrino___ Dr. Deeney___ Mr. Deo___ Mrs. Jardinella___ Mrs. Johnson___ Mrs. Larsen___ Mrs. Stein___ Mrs. Pettegrove___

IX. BOARD ACTION

A. APPROVAL OF MINUTES

Motion to approve the following minutes:

- July 8, 2020 Committee of the Whole Meeting
- June 22, 2020 Regular Board Meeting
- June 22, 2020 Executive Session
- June 27, 2020 Board Retreat

Motion _____ 2nd _____
Roll Call:
Mrs. Ackerman___ Mrs.Carrino___ Dr. Deeney___ Mr. Deo___ Mrs. Jardinella___ Mrs. Johnson___ Mrs. Larsen___ Mrs. Stein___ Mrs. Pettegrove___

B. CURRICULUM

- YMCA Child-care
- Fall Sports

Motion to approve the following for the 2020-2021 school year:

1. Approve Michael Mitchell as the District HIB Specialist and the Anti-Bullying Coordinator.
2. Approve Kathryn Lemerich as the Affirmative Action Officer

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 Sheila Donovan as the Tewksbury Elementary School Testing Coordinator.
8. Approve Mary Cutri-French as the Old Turnpike School Testing Coordinator.
9. Approve Sheila Donovan as the Tewksbury Elementary School 504 Plan Coordinator.
10. Approve Mary Cutri-French as the Old Turnpike School 504 Plan Coordinator.
11. Approve the use of the Charlotte Danielson 2013 Teacher Evaluation Model-Frontline Professional Growth Evaluation Tool.
12. Approve the use of the Kim Marshall Evaluation Rubric for the Administrator Evaluation.
13. Approve the adoption of the 2020-2021 Mentoring Plan.
14. Approve the adoption of the 2020-2021 Professional Development Plan.
15. 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
    - Lori Tirone - 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
    - Grace Page - 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
14. Approve the following members of the School Improvement Panel (ScIP):
    - Tewksbury Elementary School
        - Kathryn Lemerich-Principal
        - Krista Kolvalsky-Teacher
        - Tara Saksa- Teacher
    - Old Turnpike School
        - Michael Mitchell-Principal
        - Katrina Moore-Spanish Teacher
        - John Preston-Social Studies Teacher
15. Approve the following members of the Data Quality Team:
    - Jennifer Shouffler-Superintendent
    - Kirsli Spinks-Network and Database Support Technician

- Matt Hamma-Database SIS Administrator

16. Approve the following members of the Pandemic Response Teams at each school:
    Tewksbury Elementary School's Pandemic Response Team:
    - Principal - Katie Lemerich
    - Teachers - Becky Chapman (Grade 1) , Nicole Amato (Grade 5), Heather Olla (Special Educator)
    - CST Member- Megan McCoy
    - School Counselor, Crisis Response Team Member, and School Safety/Climate Team Member - Sheila Donovan
    - School Nurse - Grace Page
    - School Safety Personnel - Megan Verderamo
    - Custodian - Dale Grover
    - Parent - Jen Prisco

    Old Turnpike School's Pandemic Response Team:
    - Principal - Michael Mitchell
    - Teachers – Nicole Polinger (Music Teacher), Bonnie Mendralla (Science Teacher), Cathy Zisk (Social Studies Teacher)
    - CST Member - Joan Condren (Special Educator)
    - School Counselor, Crisis Team Member and School Safety/Climate Team Member - Mary Cutri-French
    - School Nurse - Kelly Cullen
    - School Safety Personnel - Tom Lobb (PE Teacher)
    - Custodial/Facilities - Brian Jesby
    - Parent - Brad Carr
17. Approve changes to curriculum updated during the 2020 summer: Social Studies Grades 6-8 and Health/PE Grades K-8

Motion _____ 2nd _____
Roll Call:
Mrs. Ackerman___ Mrs.Carrino___ Dr. Deeney___ Mr. Deo___ Mrs. Jardinella___ Mrs. Johnson___ Mrs. Larsen___ Mrs. Stein___ Mrs. Pettegrove___

C. POLICY

Approve the following policies on first reading:

- 6173.1 Remote Learning

Approve the following policies on second reading:

- 3541.33 Transportation Safety
- 5141.2 Illness
- 5141.3 Health Examinations & Immunizations
- 3510 Operation and Maintenance of Plant

- 1250 Visitors

Motion _____ 2nd _____
Roll Call:
Mrs. Ackerman___ Mrs.Carrino___ Dr. Deeney___ Mr. Deo___ Mrs. Jardinella___ Mrs. Johnson___ Mrs. Larsen___ Mrs. Stein___ Mrs. Pettegrove___

D. FINANCE

- FEMA Reimbursable Expenses
- State Aid Loss (996,030-961,007=$35,023), the Board of Education must adopt a plan to address the state aid reduction. There are 5 options:
  1. Use surplus to maintain budgeted appropriations.
  2. Request Interim Commissioner approval to withdraw from Emergency Reserve
  3. Withdraw from Maintenance Reserve
  4. Reduce appropriations for 20-21
  5. Combination of alternative revenue sources and/or reduction of appropriations

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 July 23, 2020 through August 19, 2020, for a total amount of $738,204.64.

2. Acceptance and Approval of Board Secretary's Report for the month of June, 2020.

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

3. Acceptance and Approval of Treasurer's Report for the month of June, 2020.

   BE IT RESOLVED that upon review of the Treasurer's Report for the month of June, 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).

4. Approve the attached list of transfers.
5. Approve plan to address the state aid reduction of $35,032.00.

6. Approve annual alternate method of temporary facilities to be in compliance for preschool toilets located across the hall from the classroom.
7. Approve Renewal of membership to the School Alliance Insurance Fund (SAIF).

Motion _____ 2nd _____
Roll Call:
Mrs. Ackerman___ Mrs.Carrino___ Dr. Deeney___ Mr. Deo___ Mrs. Jardinella___ Mrs. Johnson___ Mrs. Larsen___ Mrs. Stein___ Mrs. Pettegrove___

E. TECHNOLOGY

- Connectivity Tips
- Technology Fee

F. FACILITIES

- HVAC System
- PPE

G. COMMUNICATIONS

H. OTHER

X. LEGISLATIVE REVIEW

XI. OPPORTUNITY FOR PUBLIC COMMENT

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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 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

- Honorariums
- Student Teachers (4)

Motion to approve the following:

1. Approve the medical leave of absence for Darlene McCaffrey, Bus Driver, effective September 8, 2020 through approximately December 1, 2020. Ms. McCaffrey will use accumulated sick days during her leave. (DIST-BUSD-07)

2. Accept, with regret, the letter of resignation from Katherine Kelsey, First Grade Teacher effective August 7, 2020. (TES-TCH-01-02)

3. Approve the maternity leave request from Allison Caruso, Sixth Grade Science Teacher, effective approximately November 14, 2020 through approximately March 29, 2021. Ms. Caruso will use accumulated sick and personal days, followed by FMLA and an additional 12 weeks of NJFLA. (OTS-TCH-SCI-01)

4. Approve Cathy Zisk to facilitate training of new staff on August 24, 2020 in the Danielson Model of evaluation. Up to (3) hours at the rate of $40/hour.

5. Approve Heather Olla to facilitate a session with new staff on August 24, 2020 in general questions and answers about the district. Up to (2) hours at the rate of $40/hour.

6. Approve the following staff members for up to (3) additional hours each for school-based summer teacher focus-group meetings at the rate of $40/hour: Rebecca Chapman, Camille Bristow, Liz Gentile, Bonnie Mendralla, Allison Caruso, Tom Lobb, and Cathy Zisk.

7. Approve Sheila Donovan and Mary Cutri-French for up to (10) additional hours at the rate of $40/hour for summer work on parent presentation and SEL planning.

Motion _____ 2nd _____
Roll Call:
Mrs. Ackerman___ Mrs.Carrino___ Dr. Deeney___ Mr. Deo___ Mrs. Jardinella___ Mrs. Johnson___ Mrs. Larsen___ Mrs. Stein___ Mrs. Pettegrove___

XIII. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.

The next meeting of the Board of Education will be on September 8, 2020.