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

BOARD MEETING AGENDA
June 17, 2020
7:00 PM

District Goals

1. Identify and implement curricular and instructional improvements to our social emotional programming that will improve TES and OTS student/staff and parent scores in that area.
2. Increase opportunities for staff and student engagement in decision making processes.

Board Goals

1. Revise long range facilities plan to improve school facilities as well as staff and student spirit.
2. 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	

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

VIII. SUPERINTENDENT'S REPORT

- Update on Returning to School

IX. BOARD ACTION

A. APPROVAL OF MINUTES

Motion to approve the following minutes:

- May, 5 2020 Committee of the Whole Meeting
- May 5, 2020 Executive Session
- May 27, 2020 Regular Board Meeting
- May 27, 2020 Executive Session

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

B. CURRICULUM

- Update on modified Grade 8 Graduation
- ESY Program

C. POLICY

D. FINANCE

- State Aid 20-21

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 May 27, 2020 through June 17, 2020 for a total amount of $953,284.16.

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

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

4. Acceptance and Approval of Treasurer's Report for the month of May, 2020.

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

5. Approve the attached list of transfers.

6. 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
Mary Chandler	7/6 - 7/9/2020 Part-days	$195.00	-0-	Google Training for School Secretaries & Administrative Assistants via Zoom
Peter Berg	8/4 - 10/13/2020 Multiple Evening Webinars	$1,200.00	-0-	Project Lead The Way Online Core Training
Megan Verderamo	7/8 & 7/9/20	$270.00	-0-	Pandemic Response Institute: Planning for the "New Normal" Online Webinar
Michael Mitchell	7/8 & 7/9/20	$270.00	-0-	Pandemic Response Institute: Planning for the "New Normal" Online Webinar
Jennifer Shouffler	6/30/20	$49.00	0	NJASA Virtual Workshop: Impact of Covid-19 on School District Human Resources

Mileage expenses will be reimbursed in accordance with school policy.

7. Approve the submission of the IDEA application for the FY 2021, and accept the grant award upon subsequent approval for the FY 2021 IDEA application. Grant allocations: Basic $113,564.00; Preschool $7,739.00

8. Approve the submission of the ESEA application for the FY 2021, and accept the grant award upon subsequent approval for the FY 2021 ESEA application. Grant allocations: Title I Part A Basic $9,460.00; Title II Part A $6,707.00.

9. Approve the contract renewal between the Tewksbury School District and Frontline Education for the period July 1, 2020 through June 30, 2021 for the Absence, Substitute Management System, and Teacher Evaluation, and IEP Direct System.

10. Approve entering into a contract Educational Services Commission of Morris County for the provision of Child Study Team services for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 based on the 2020-2021 approved rate schedule for the Commission.

11. Upon review of attorney, accept the proposal from Signal Electronic Corp. for the Fire Alarm at OTS, in the amount of $237,000.

12. 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 $1,000,000.00 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

Motion _____ 2nd _____

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

E. TECHNOLOGY

F. FACILITIES

- Roof Project Update

Motion to approve the following:

1. Approve the sale of the following through govdeals.com:

    - Bus #14 2004 Freightliner VIN # 4UZAAXAK84CL84099 , 170,000 miles, CAT 3126 Engine, Air Brakes
    - Van #16 2005 Thomas 22 passenger, 120,628 miles, 7.3 DIESEL, VIN# 1FDWE45F93HB98854

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

G. COMMUNICATIONS

H. OTHER

- Board Retreat

X. LEGISLATIVE REVIEW

XI. REORGANIZATION APPOINTMENTS

Motion to approve the following:

1. Appoint Board Secretary for the 2020-21 school year.

2. Appoint Paula Hatch as Cash Account Reconciliation Specialist for the 2020-21 school year.

3. Approve the annual appointment of Bank of America, and Peapack Gladstone Bank as the District's Official Depository for the 2020-21 school year.

4. Approve the annual appointment of the Courier News to be the District's official legal newspaper and the Hunterdon Review and Hunterdon Democrat to be the District's official Alternate newspaper for the 2020-21 school year.

5. Designate BOE President, Board Secretary, and Superintendent, to endorse all school warrants from July 1, 2020 through December 31, 2021.

6. Approve the annual appointment of School Business Administrator, as Investment Officer for the district for the 2020-21 school year.

7. Approve all Policies contained in the Policy Manual, which is on file in the Board Office, for the 2020-21 school year.

8. Appoint School Business Administrator as Custodian of Records for the 2020-21 school year.

9. Approve the Supervisor of Buildings and Grounds as Integrated Pest Management Coordinator, Indoor Air Quality Designee and AHERA Coordinator for the 2020-21 school year.

10. Approve the Supervisor of Buildings and Grounds as the Right to Know Officer for the 2020-2021 school year.

11. Approve the following Tax Shelter Annuity Companies for the 2020-2021 school year: Fidelity Investments, Vanguard, VALIC, AXA Equitable, Lincoln Financial, Metropolitan Life.

12. Approve all current curricula for the 2020-21 school year.

13. Approve the following companies offering disability insurance to district employees for the 2020-2021 school year: Unum, Colonial and Prudential.

14. Approve School Alliance Insurance Fund as the district's insurance carrier for the 2020-2021 school year.

15. Approve Wells Fargo/USI as the district's broker of record for health benefits and general insurance for the 2020-2021 school year.

16. Approve R and L Payroll Services as the service provider for payroll functions, effective July 1, 2020 through June 30, 2021.

17. Approve CDK Systems as the computer service provider for board office administrative and accounting functions, effective July 1, 2020 through June 30, 2021.

18. Approve Realtime Information Systems as the computer service provider for student record functions, effective July 1, 2020 through June 30, 2021.

19. Adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint board president and board secretary to act as parliamentarians for the 2020-2021 school year.

20. Adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2020-2021 school year.

21. Appoint the law firm of Schenck, Price, Smith and King, LLP as the General Counsel with Marc Zitomer, Lead Counsel for the 2020-2021 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.

22. Appoint Machado Law Group, LLC as Special Education Counsel for the 2020-2021 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.

23. Appoint Giancorfaro Architects as Architects of Record for the 2020-2021 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.

24. Appoint Ardito and Company LLP as the Tewksbury School District auditor for the audit of the 2019-2020 school year.

25. Approve the annual appointment of Hunterdon Family Medicine at Hickory Run to be the District's Medical Inspector for the 2020-21 school year.

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

XII. MISCELLANEOUS APPROVALS

Motion to approve the following:

1. Be it resolved that the Tewksbury Township Board of Education appoints the School Business Administrator, pursuant to N.J.A.C. 5:34-5.5, as purchasing agent of the board of education, and as such, establishes and sets the bid threshold amount of $40,000 for the board of education, and furthermore, the board authorizes the School Business Administrator to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount and to approve competitive quotations for amounts more than $6,000.

2. Approve the School Business Administrator, to make all necessary final transfers for the 2019-2020 school year budget in order to balance the budget for June 30, 2020.

3. Appoint the School Business Administrator, as Public Agency Compliance Officer for purchasing and liaison official with the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office.

4. Approve the bonding of the School Business Administrator as Board Secretary per state law.

5. Approve adherence to all policies and regulations adopted by the previous Board, including the petty cash funds in the amount of $500 naming the School Business Administrator as custodian.

6. Approve the following resolution authorizing the procurement of goods and services through the New Jersey state purchasing agency:

   WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and,

   WHEREAS, the Tewksbury Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and,

   WHEREAS, the Tewksbury Township School Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year,

   NOW THEREFORE BE IT RESOLVED, that the Tewksbury Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all state contracted vendors.

7. Authorize the renewal of cooperative agreements between the Tewksbury Township School District and the following:
   - Hunterdon Educational Services Commission
   - Somerset County Cooperative Program (SOCCP)
   - The Educational Services Commission of New Jersey
   - Morris County Cooperative Pricing Council (MCCPC)

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

XIII. OPPORTUNITY FOR PUBLIC COMMENT

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XIV. 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 _____ matters for approximately _____ 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

Motion to approve the following:

1. At the recommendation of the Superintendent, approve Allison Wheaton as a maternity leave replacement, Elementary School Music Teacher beginning August 31, 2020 through June 30, 2021 at Step 5 BA $57,372.00. (TES-TCH-MUSC-01)

2. At the recommendation of the Superintendent, approve Cassidy Cain as an Elementary School Math Teacher beginning August 31, 2020 through June 30, 2021 at Step 1 MA $59,193.00. (TES-TCH-05-03)

3. Accept, with regret, the letter of resignation from Michael Fortino, OTS Special Education Teacher, effective June 30, 2020. (OTS-TCH-BSI-01)

4. At the recommendation of the Superintendent, approve the appointment of Kathryn Lemerich as the Principal of Tewksbury Elementary School effective August 2, 2020 or sooner, through June 30, 2021 at a salary of $126,000.00 (pro-rated). (TES-PRIN-01)

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

XV. ADJOURNMENT

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

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