Minutes May 27, 2020 Regular Board Meeting (Virtual Board Meeting)

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
May 27, 2020

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Mrs. Pettegrove at 7:01 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 May 27th Board of Education meeting will be live streamed to the public via Zoom. The link to the meeting is May 27, 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, Mr. Deo, Mrs. Jardinella, Mrs. Johnson, Mrs. Larsen (7:09 p.m.), Mrs. Stein (7:05 p.m.), Mrs. Pettegrove

**ABSENT:** None.

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

**OPPORTUNITY FOR PUBLIC COMMENT:** None.

**PRESENTATION:** None.

**CORRESPONDENCE:** None.

**SUPERINTENDENT'S REPORT**: Dr. Shouffler discussed the end of year ceremonies. Dr. Mitchell hosted a fifth grade virtual moving up program which was well attended. Mr. Miller and TES staff are working on a video for the 5th graders which will be shared with students and staff. Plans are underway for an 8th grade virtual graduation on June 11th. It was recently learned that Governor Murphy will allow in person graduations after July 6th. A survey will be sent to parents, students and staff to see if there is interest in replacing the virtual

graduation. Mrs. Tirone and Dr. Shouffler are working together to see how funds can be redirected in the event there are cuts to state aid. A return to school committee has been formed and will be working over the summer to plan for a safe reopening of schools. Informative emails will be shared over the summer. Dr. Shouffler discussed the district goal to improve social emotional learning for students and the many ways this has been implemented during the course of the school year.

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

- April 8, 2020 Committee of the Whole Meeting
- April 22, 2020 Regular Board Meeting
- April 22, 2020 Executive Session

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

**CURRICULUM:** Surveys were recently sent to staff and students to gain their perspectives on how distance learning is working. Dr. Shouffler went over the survey results which were mostly favorable. The administration is reviewing the questions and comments in order to see where improvement is needed. The NJDOE has verbally informed administration that the Extended School Year program must be virtual this summer. As such, remote plans are being organized. Dr. Shouffler discussed the algebra placement criteria for the eighth grade algebra program. This year, due to the school closure, marking period averages from periods 1-3 in grade 7 math will be used along with 2019 NJSLA scores and teacher ratings. Placement letters will be sent in early June. The Board was asked to approve summer curriculum writing and the updated Home Instruction Plan.

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

Approve the updated Home Instruction Plan.

Approve the summer curriculum writing for the following at the contractual rate of $40.00/hour:

| | |
|---|---|
| Grade 8 Technology- Project Lead the Way (Update full course) | Up to 30 hours |
| Grades K-2 Spanish (Update curriculum) | Up to 10 hours per grade |
| Grade 6 Social Studies (NJDOE required additions) | Up to 5 hours |
| Grade 7 Social Studies (NJDOE required additions) | Up to 5 hours |
| Grade 8 Social Studies (NJDOE required additions) | Up to 5 hours |
| Grades K-5 Health (Update to include assault prevention) | Up to 5 hours per grade |
| Grades 6-8 Health (Update to include assault prevention) | Up to 5 hours per grade |
| Grades 6-8 Health (Update to include suicide prevention resources) | Up to 5 hours per grade |

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Michael Deo, Angela Deeney, Susanne Jardinella, Erica Johnson, Andrea Stein, Cynthia Pettegrove

Absent: None

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

**Approve the following policies on Second reading:**

- 4111.2/4211.2 Domestic Violence
- 5113 Attendance, Absences and Excuses
- 5141 Health
- 6140 Curriculum Adoption
- 6161.1 Evaluation and Selection of Instructional Materials

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

**FINANCE:** Mrs. Tirone discussed the proposals received for auditors and for architects for the 2020-2021 school year. Mrs. Tirone discussed her meeting with USI, the Health Benefit Insurance Broker and the health benefit renewals for the new school year. The medical/prescription rate will be a 7% increase over the current year. Both bargaining and non-bargaining groups will retain the current health and prescription plans. USI negotiated a no charge renewal with a 2 year rate guarantee with Delta Dental.

**Motion was made by Mrs. Pettegrove and seconded by Mrs. Deeney 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 April 23, 2020 through May 27, 2020 for a total amount of $1,535,780.58.

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

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

**BE IT RESOLVED** that upon review of the Treasurer's Report for the month of April, 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 entering into contract with Rutgers RWJMS-Dept. of Psychiatry for a Psychiatric Evaluation for student #9260687628 at a cost not to exceed $950.00.

Approve entering into contract with JAS Educational Consulting, LLC for Learning Disabilities Teacher-Consultant Services for Educational Evaluations for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $410.00 per evaluation.

Approve entering into contract with JAS Educational Consulting, LLC for Learning Disabilities Teacher-Consultant Services for Child Study Team Meetings (Planning, Eligibility, IEP, Reevaluation, etc.) for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021. At a rate of $75.00 per hour, one hour minimum.

Approve entering into contract with Scott Bagish Educational Services, LLC for Learning Disabilities Teacher-Consultant Services for Educational Evaluations for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $410.00 per evaluation.

Approve entering into contract with Scott Bagish Educational Services, LLC for Learning Disabilities Teacher-Consultant Services for Child Study Team Meetings (Planning, Eligibility, IEP, Reevaluation, etc.) for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021. At a rate of $75.00 per hour, one hour minimum.

Approve entering into contract with Glasberg Behavioral Consulting Services, LLC for Board Certified Behavior Analyst services for 2020-2021 School Year beginning September 1, 2020 through June 30, 2021 for up to ten (10) hours per week at a rate of $150.00 per hour.

Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $390.00 per evaluation.

Approve entering into contract with Therapeutic Intervention, Inc. for School Based Occupational Therapy Services for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $95.00 per hour.

Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Evaluations for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $390.00 per evaluation.

Approve entering into contract with Therapeutic Intervention, Inc. for School Based Physical Therapy Services for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $95.00 per hour.

Approve entering into contract with Garden State AAC Specialists for Augmentative and Alternative

Communication System Evaluations for 2020-2021 School Year beginning July 1, 2020 through June 30, 2021 at a rate of $150.00 per hour.

Approve entering into contract with Hunterdon County Educational Services Commission 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.

Approve the shared services agreement between the Tewksbury Township Board of Education and the Readington Township Board of Education for Technology Support Services.

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

**Motion was made by Mrs. Pettegrove and seconded by Dr. Deeney to approve the following:**

Approve the shared services agreement between the Tewksbury Township Board of Education and the Califon Board of Education for Child Study Team Services.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Michael Deo, Erica Johnson, Andrea Stein, Cynthia Pettegrove
No: Angela Deeney, Susanne Jardinella
Absent: None

**TECHNOLOGY:** Chromebooks will be collected from 8th graders and the younger grades will retain their chromebooks for the summer. Mrs. Tirone discussed the purchase plan for new chromebooks and the district's 1:1 device program. Mrs. Tirone along with Technology Supervisor, Jim Belske explained the six year Google lifecycle of chromebooks and the district's replacement plan.

**FACILITIES:** Our transportation department is delivering meals to eligible students on Mondays and Fridays. Mr. Hoffman, and Mrs. Krowl will be delivering graduation caps and gowns, and lawn signs to the 8th graders on May 28th. The bus drivers have been in over the past week to clean and run the buses. The buses also had their quarterly inspections and repairs. The custodians have been maintaining the outside grounds. The new scoreboard has been installed and the fence has been installed around the ball field. Custodians will be working on the inside of the buildings. 8th grade lockers will be emptied and bagged. Bids will be going out for a new fire alarm system. The roof restoration proposal has been received from Tremco. V&K Construction will be starting the OTS bathroom restorations while taking precautionary measures due to COVID-19. Mrs. Tirone will be checking on the timing for the TES Library carpet replacement. The board has requested a history of the roofing repairs and to meet with Tremco to discuss cost.

**COMMUNICATIONS:** Climate surveys will be sent out to parents, students, and staff next week. The board self evaluation and board retreat will be moved to July in the hopes that the board can meet in person. Date is pending.

**OTHER:** None.

**LEGISLATIVE REVIEW**: None.

**OPPORTUNITY FOR PUBLIC COMMENT:** None.

**EXECUTIVE SESSION**:

**Motion was made by Mrs. Pettegrove and seconded by Mrs. Deeney to enter Executive Session. The time was 8:33 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 forty five 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.

Mrs. Carrino exited the meeting during executive session.

Open session resumed at 8:59 p.m.

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

Approve the extension of the maternity leave request from Emmalee Hedlund, TES music teacher, for the entirety of the 2020-2021 school year. Ms. Hedlund's anticipated date of return is the first day of school of the 2021-2022 school year. (TES-TCH-MUSC-01)

Accept, with regret, the letter of retirement from Catherine Gagen, instructional aide, effective July 1, 2020. (OTS-AID-INST-01)

Approve the following lateral moves for the 2020-2021 school year:

| Staff Member | From | Step | Salary | To | Step | Salary | Effective Date |
|---|---|---|---|---|---|---|---|
| Joseph Frankosky | BA | 3 | $55,693 | BA + 15 | 4 | $56,893 | 07/2020 |
| Pam Nugent | BA | 15 | $84,868.00 | BA + 30 | 15 | 87,803 | 07/2020 pending official transcript receipt |

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Michael Deo, Angela Deeney, Susanne Jardinella, Erica Johnson, Andrea Stein, Cynthia Pettegrove
Absent: Jillian Carrino

**ADJOURNMENT: Motion was made by Mrs. Ackerman and seconded by Mrs. Deeney to adjourn the meeting. The time was 9:01 p.m.**

Motion carried.

Respectfully submitted,

Lori A. Tirone
Board Secretary