TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Committee of the Whole Meeting
March 11, 2020

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Mrs. Pettegrove at 7:04 p.m. in the Library of the Old Turnpike School.

Mrs. Pettegrove 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.

The Board pledged Allegiance to the Flag.

PRESENT: Mrs. Ackerman, Mrs. Carrino, Dr. Deeney (arrived 7:08), Mr. Deo, Mrs. Jardinella, Mrs. Johnson, Mrs. Larsen (arrived 7:21), Mrs. Stein, Mrs. Pettegrove

ABSENT: None

ALSO PRESENT: Mrs. Lori Tirone - Business Administrator, Dr. Jennifer Shouffler - Superintendent

PRESENTATION: The OTS Girl's Basketball Team was recognized for the championship season, along with Coach Patty Jennings.

OPPORTUNITY FOR PUBLIC COMMENT: Mr. Mario Colletti discussed the fencing around the softball field and pointed out the dangerous conditions. He suggested new mesh or wire prior to the April 3rd start of the season.

CORRESPONDENCE: Letters from three parents that live on Tiger Drive were received regarding the bus stop for that street.

SUPERINTENDENT'S REPORT: Dr. Shouffler stated that administrators and nurses listened to a broadcast from Gov Murphy on 3/3. He confirmed facts about the virus in NJ and offered suggestions for school planning (like improved cleaning, practices for hand washing, planning for home instruction, and planning for virtual learning). Since then, the state of NJ has ordered a state of emergency. Dr. Shouffler has attended two meetings with all the Hunterdon County Superintendents and members from the Hunterdon Department of Health, learning the latest updates on COVID-19 and the possibility of school closing. The decision to close schools would be made by local and state officials. Future field trips and after-school activities were also discussed. Teachers had time yesterday after-school to create lesson plans if school should be closed. A school health-related closure preparedness plan to provide home instruction in the event of such a closure is being developed. This allows for a flexible learning day to count as a day of school. The planned services include equitable access to instruction for all students, including accommodations for students with special needs. Our flexible learning day will run from 9:30-2:30 with an hour for lunch. The students will be engaged in activities to support their learning in math, LAL, science, SS, world language, PE, and special classes. Elementary teachers are creating packets of materials to send

home with students in case of a closure. K-5 teachers plan to stay to touch with students daily via email and phone. They have plans to use many of our software tools to engage students in learning, such as IXL and Reflex Math. There will be additional choice activities for more learning beyond the 4 hour day. Middle School teachers will use Google hang-outs and Google classroom to stay in touch with students as they study. Students can be monitored through our Go Guardian tool to see that they are engaged in studying. Students will be sent home with their assigned Chromebooks and their books. Arrangements have been made for younger students who do not have computers at home. As of now, we do not know if teachers will be in school or working from home if we are required to close schools. A draft flexible learning plan will be ready to submit to the county for review and will be shared with the board.

The Hunterdon County School Boards Association is recognizing a student from each school district at a celebration tomorrow night. The honorees are our schools' "unsung heroes"— students who make outstanding contributions to their schools and communities but who are often overlooked by traditional student recognition guidelines. The Old Turnpike School Unsung Hero is 8th grade student, Abigail Zanelli.

CURRICULUM: Preliminary student performance reports from the NJDOE related to achievement data from math/ELA state testing were received. The district met all goals and targets for these areas. Standards were exceeded in ELA achievement, ELA student growth, and math student growth. We met the standard for growth in math but there is a dip in student growth in grade 5 math that we can continue to support. Performance reports will be shared with the BOE and posted on the district website.

Plans are in place for our March 24th Prof Learning Day for students to receive a workshop on SEL . Our Bank Street College SEL coach has been working with our SEL school-based teams this year. She will share strategies for implementing SEL in call classes. The plan is for the elementary school to focus on emotional responsive practices to students' stress. The plan for middle school is to discuss design of a student advisory program.

Lifeline Curriculum Materials have been purchased to support suicide prevention. These materials would be used in our middle school health program. This program has been chosen by NH/Voorhees. All related K-8 districts are also purchasing these resources. We will be doing shared PD for health teachers to implement the new part of our curriculum. Summer curriculum work is planned for health. 3/17- is a day planned at both schools to break up the long month of March:
OTS- AM 6th grade - Game day in classes; cards, board games, etc. Weather permitting possible games outside. 7th grade - Content area Escape Room. 8th grade - TEF sponsored guest speakers on the topic of Syria, PM Hoops for Hospice=students vs. teachers basketball game. TES- is still working on the plan for the day. This may need to change in light plans for a possible school closure.

There was a Grade 8 field trip to NYC today, to a Broadway show and dinner. The board discussed the future field trips in light of the spread of COVID-19. Some local school districts are cancelling these upcoming trips.

POLICY: The county has asked us to review our policies related to home instruction and illness at this time. The policies have been reviewed with our administrators and nurses.

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

Adoption of Proposed Budget for the 2020-2021 School Year:

BE IT RESOLVED that the Tewksbury Township Board of Education hereby adopts the following *proposed budget* for the 2020-2021 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	$ 13,945,901	Budgeted Fund Balance	$ 350,000
		Local Tax Levy	$ 12,545,871
		Other Revenue	$ 54,000
		State Aid*	$ 996,030
Capital Reserve Transfer	$ 700,000	Withdraw Cap. Res.	$ 700,000
Special Revenue Fund	$ 110,000	Grant Entitlements	$ 110,000
Repayment of Debt	$ 732,256	Local Tax Levy	$ 732,256
Total Expenditures:	$ 15,488,157	Total Revenues:	$ 15,488,157

*State Assessment for Debt Service on SDA funding.

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 2020-2021 budget includes a maximum travel appropriation of $20,000.

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: In total, we have 25 cracked screens between OTS and TES along with 18 damages since September 2019 (many are keys snapped off) We are requesting the 20 spares next year to be able to keep a rotation of working devices for each student while their original device is out for repair or to provide loaners for students who have forgotten their device at home. This number allows for very little time without a device.

FACILITIES: Mrs. Tirone presented a list of future projects to discuss. The cleaning procedures on our school buses was discussed. Staff all received a container of sanitizing hand wipes for their use. Our new custodian has started with us and is receiving training. We have reviewed cleaning procedures with custodians and increased cleaning time in each school by one hour per day. We hoped to purchase a disinfectant sprayer to use on our buses and school but at this time the company seems to be out of the device.

Maschio's, our food service provider, has also taken steps to ensure food service employees are taking necessary precautions for preventing the spread of COVID-19 and other respiratory viruses. These efforts include but are not limited to (1) urging employees to be vigilant in attending to regular, common place hygiene practices such as thorough washing/sanitizing of hands and avoiding close contact with sick people; (2) recommending employees stay at home when they are sick; and (3) routinely cleaning frequently touched surfaces. Maschio's has been provided information about students who are in free or reduced lunch programs. They plan to deliver food to these students if schools are closed.

COMMUNICATIONS: A COVID -19 information letter was sent out to parents on 3/3 and today, 3/11. A folder has been created on the first page of our Tewksburyschools.org website with information on COVID-19. We will keep families, students, and staff informed about any changes.

The technology staff and our school testing coordinator made preparations for the upcoming NJSLA, state testing. A letter was sent to parents on 3/2 with information on these student tests. Using a service for the new climate survey was discussed.

OTHER: None.

LEGISLATION: There is new state code that we incorporate age-appropriate sexual abuse and assault awareness and prevention education in all grades. We will be working on our health curriculum this summer to include new resources on suicide prevention. We will make sure these new requirements are also included. We also must provide professional development to staff on sexual abuse and assault awareness and prevention. We will include this in our SafeSchools training next year.

BE IT ENACTED *by the Senate and General Assembly of the State of New Jersey:*

C.18A:35-4.5a Sexual abuse and assault awareness and prevention education.

1. Each school district shall incorporate age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through 12 as part of the district's implementation of the New Jersey Student Learning Standards in Comprehensive Health and Physical Education. The Commissioner of Education, in consultation with the Department of Children and Families, the New Jersey Coalition Against Sexual Assault, Prevent Child Abuse New Jersey, the New Jersey Children's Alliance, and other entities with relevant expertise, shall provide school districts with age-appropriate sample learning activities and resources.

C.18A:6-131.1 Professional development requirement satisfied.

2. A teaching staff member may satisfy in each professional development cycle one or more hours of the professional development requirement established by the State Board of Education through participation in training programs on sexual abuse and assault awareness and prevention.

OPPORTUNITY FOR PUBLIC COMMENT: None.

EXECUTIVE SESSION: **Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to enter executive session. The time was 8:50 p.m. The board returned to open session at 9:35 p.m.**

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

At the recommendation of the Superintendent, Approve Erin D. Smith as a Maternity Leave Replacement School Social Worker effective approximately April 6, 2020 through June 30, 2020 at Step 1 MA, $59,093 (pro-rated).

Approve the following honoraria position for the 2019-2020 school year:

Last Name	First Name	Honoraria Position	Compensation
Carle	Nancy	Baseball Assistant Coach	$3,721.00

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 9:36 p.m.

Motion carried.

Respectfully submitted,

Lori Tirone
Board Secretary