Minutes January 22, 2020 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
January 22, 2020

The Regular Board 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, Mr. Deo, Mrs. Jardinella, Mrs. Johnson, Mrs. Larsen, Mrs. Stein, Mrs. Pettegrove

ABSENT: Dr. Deeney

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

OPPORTUNITY FOR PUBLIC COMMENT: None.

PRESENTATION: 2019-2020 Governor's Educator of the Year Award Recipients were recognized by the Board: Scott Steinman and Regina DeStefano-Teacher of the Year, Carolyn Scheper and Sheila Donovan-Educational Services Professional of the Year. The firm of Ardito & Co., LLP presented the 6/30/19 Audit.

CORRESPONDENCE: A Thank you note was received from Anderson House for Giving Tree donations.

SUPERINTENDENT'S REPORT: There were no HIB incidents for the month of January, 2020. Dr. Shouffler presented her semi-annual report on the Student Safety Data System. In the period from Sept. 1, 2019 to December 31, 2019 the district had one confirmed HIB incident at TES and no confirmed incidents at OTS. There were no other incidents of violence or vandalism, substances, weapons at either school that led to removal. There were two HIB trainings. Students received HIB information from the guidance counselors. The district Risk Assessment Team completed the Risk Assessment Procedures Manual for Suicide Prevention. School Fire/Emergency Drills were reviewed.

	Tewksbury Elementary School		Old Turnpike School	
Date/Time	12/12/2019	12/09/2019	December 5, 2019	December 13, 2019
Type of Drill	Standard Fire Drill	Lockout	Weather drill	Fire Drill
Duration of Drill	3 minutes	7 minutes	4 minutes	5 minutes

Weather Conditions	Cold and sunny	n/a	Cold outside	wintery/cold
Conductor of Drill	Emma Hedlund	Jim Miller & Megan Verderamo	Michael Mitchell Dee Krowl Officer Russo	Megan Verderamo & Dee Krowl
Notification Method	Alarm	Loudspeaker	Loudspeaker	Alarm

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

Approve the Board Meeting Calendar for January 2020 to December 2020.

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

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

- December 5, 2019 Committee of the Whole Meeting
- December 5, 2019 Executive Session
- December 19, 2019 Regular Board Meeting

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

CURRICULUM: The results of the NJ Student Learning Science Assessments taken this past December have not yet been issued by the state. Both OTS and TES held activities to celebrate the life and work of Dr. Martin Luther King, Jr. There were 5 new seats open for the 2020-2021 school year, keeping the total number of choice seats at 26. There are 8 students on the waiting list. The English Language Services Plan to support emerging Bilingual students at TES was reviewed and approved.

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

Approve the following field trips for the 2019-2020 school year.

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
Kindergarten	Doyle's Farm, Readington Township, NJ	5/29/20	$18.00

Approve the English Language Service Three-Year Program Plan for School Years 2017-2020.

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

POLICY: Facility use policy and charges were discussed. The policy was most recently updated in August, 2017.

FINANCE: Preschool times and transportation was discussed and will be revisited.

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

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of November 30, 2019, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district's Board of Education.

_____ _____

Board Secretary Date

CERTIFICATION OF FUNDS

Motion to certify that, pursuant to N.J.A.C. 6A-23A-16.10(c)(4), after review of the secretary's monthly financial report (appropriations section) for November 30, 2019, and upon proper consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A-23A-16.10(c)(4) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Accept the Board Secretary's Report and the Cash Account Reconciliation Report for month ending November 30, 2019.

Approve the attached list of transfers.

Approve the list of bills dated January 22, 2020 in the amount of $1,320,964.28.

Approve payment for the following chaperones/student supervision:

Staff Member	Date	Event	Hours	Unit Price	Total Payment
Tom Lobb	12/12/19	Basketball Scoreboard	2.25	$40	$90.00
Jodi DenBleyker	1/6/20	Ski Club	6.75	$40	$270.00
Tom Lobb	16/20	Ski Club	6.75	$40	$270.00
Tara Saksa	1/6/20	Ski Club	5.75	$40	$230.00
Scott Steinman	1/6/20	Ski Club	4.50	$40	$180.00
Tom Lobb	1/9/20	Basketball Scoreboard	2.25	$40	$90.00
Cathy Zisk	1/10/20	Basketball Scoreboard	2.00	$40	$80.00
Scott Steinman	1/8/20	Basketball Scoreboard	2.25	$40	$90.00
Scott Steinman	1/15/20	Basketball Scoreboard	2.50	$40	$100.00

Approve entering into contract with Rutgers RWJMS-Dept. of Psychiatry for a Psychiatric Evaluation for student #5108979690 at a cost not to exceed $950.00.

Approve placement of student #4162596621 at The Craig School for the 2019-2020 school year beginning January 27, 2020 through June 30, 2020 at a prorated tuition cost of $28,351.55 plus transportation.

Approve the following fundraising event for the 2019-2020 school year:

Name of Fundraiser	Date	Proceeds to:	Advisor	# of Chaperones Needed (in addition to Advisors)
8th Grade Social Night Open Gym/Dance	2/21/20 Snow Date 2/28/20	8th Gr. Dance	Dee Krowl, Bonnie Mendralla	2

Approve an OTS student book drive to benefit the Ocracoke Island school, Ocracoke, NC.

Approve the OTS student toy drive to benefit the Goryeb Children's Hospital, Morristown, NJ.

Approve the formation of the Girls on the Run Club at TES for grades 3-5 this Spring.

Approval of Board, staff workshop attendance and travel expenditures:

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
Janet Wadler	3/2/20	$75.00	-0-	Artists for Art's Sake, Clinton, NJ
John Preston	3/4/20 & 3/5/20	$479.00	-0-	Co-Teaching Conference, West Orange, NJ
Brian Jesby	3/22/20-3/25/20	$200.00	Lodging $381.00 Mileage $91.70	NJSBGA 2020 Conference/Expo, Atlantic City, NJ
Emily Searle	4/3/20	$279.00	-0-	What's New in Young Adult Literature & How to Use It In Your Program, Allentown, PA
Sharon Bednarz	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Robin Corrado	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Mildred Grant	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Bob Hoffman	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Pam Hoy	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Ron Jeff	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Ben Karmondi	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Darlene McCaffrey	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Heidi McKee	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Donna Poyer	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ
Donald Schuyler	3/7/20	$20.00	-0-	School Bus Driver Safety Seminar, Columbus, NJ

Mileage Expenses will be reimbursed according to board policy.

Approval of Resolution regarding Special Education Medicaid Initiative (SEMI) Program Waiver of Requirements.

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the following resolution regarding Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2020-2021, and

Whereas, the Tewksbury Township Board of Education desires to apply for this waiver due to the fact that the district projects having fewer than 40 Medicaid eligible classified students.

Now, Therefore Be It Resolved that the Tewksbury Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2020-2021 school year.

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

TECHNOLOGY: The district will move to an updated website in February.

FACILITIES: The bid for the Old Turnpike School bathroom and the scoreboard was discussed.

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

Accept the donation from the Tewksbury Womens's Club and the Tewksbury Athletic Association of a new scoreboard to be located outside Old Turnpike School.

Approve the 2020 Extended School Year Program June 29, 2020 through July 30, 2020 Monday through Thursday, from 8:30 am to 12:00 noon at Tewksbury Elementary School.

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

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

Approval of Contract of Participation in Coordinated Transportation with Warren County Special Services School District (WCSSSD) -

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve a contract for the Participation in Coordinated Transportation with Warren County Special Services School District (WCSSSD) for the 2020-2021 School Year on an as needed basis (plus a 4% administration fee).

Approval of Jointure Bus Transportation Agreement for 2019 - 2020 School Year.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator approve the district bus transportation jointure agreement for the 2019-2020 School Year with Lebanon Township Board of Education Joint Transportation Services, in Lebanon, NJ, in the amount of $2,595.00.

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

COMMUNICATIONS: The Quarterly Newsletter was sent out on 1/16/20.

OTHER: None.

LESIGLATIVE REVIEW: There is a proposed legislation that will require schools to close on general and primary election days. If approved, this will impact the 2020-2021 school calendar.

EXECUTIVE SESSION: **Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to enter executive session. The time was 8:01 p.m. The board returned to open session at 8:44 p.m.**

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

At the recommendation of the Superintendent, approve Lysa Fritz as a substitute teacher for the 2019-2020 school year, pending criminal history review.

At the recommendation of the Superintendent, approve Alison Wheaton as a Maternity Leave Replacement Elementary School Music Teacher (TES-TCH-MUSC-01) effective approximately February 12, 2020 through June 30, 2020 at Step 4 BA, $56,193 (pro-rated), pending criminal history review.

Approve the maternity leave request from Kathleen Wright, School Social Worker, (DIST-SOC-CST-01) effective approximately April 20, 2020. Employee anticipates using accrued sick and personal time followed by maternity disability leave in accordance with the FMLA. Approximate return will be August 31, 2020.

At the recommendation of the Superintendent, approve Joelle Capece as a Maternity Leave Replacement Elementary School Third Grade Teacher (TES-TCH-03-02) effective approximately February 3, 2020 through June 30, 2020 at Step 4 BA, $56,193 (pro-rated).

Approve Megan Verderamo as the Law Enforcement Liaison for the 2019-2020 school year.

Approve the lateral move for Emmalee Hedlund from Step 8 BA+15 $63,252 to Step 8 BA+30 $64,352 retroactive to 12/15/19.

Approve the following clubs/advisors for the 2019-2020 school year:

Club Title	Advisors	Grades	Supply Budget Requested	Compensation
Improvisational Theater Club	Mike Fortino	6-8	n/a	$2,000 pro-rated

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to adjourn the meeting. The time was 8:46 p.m.

Motion carried.

Respectfully submitted,

Lori Tirone
Board Secretary