Minutes September 25, 2019 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
September 25, 2019

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Mrs. Ackerman at 7:05 p.m. in the Library of the Old Turnpike School.

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.

The Board pledged Allegiance to the Flag.

PRESENT: Mrs. Ackerman, Mrs. Carrino, Dr. Deeney, Mrs. Frank (arrived 7:46), Mrs. Johnson, Mr. Mulroony, Mr. Thorp, Mrs. Pettegrove

ABSENT: Mrs. Larsen

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

PRESENTATION: None.

CORRESPONDENCE: E-mail received from Mrs. A. D'Amore regarding Tiger Drive bus.

SUPERINTENDENT'S REPORT: Dr. Shouffler reported on the day she spent shadowing a fifth grade student in order to view the school day through the eyes of a student. A future date will be spent shadowing an OTS student. Dr. Shouffler will meet with seventh and eighth grade students to gather their input on how Aspire pull out should be set up this school year. HIB and emergency/fire drills were reported.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. A. D'Amore spoke about the bus stop on Tiger Drive. Ms. D'Amore read the letter sent to Bob Hoffman, Jr. and has requested a response to all of her questions.

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

- August 22, 2019 Regular Board Meeting
- August 22, 2019 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Erica Johnson, Kevin Mulroony, Thomas Thorp,Cynthia Pettegrove
Absent: Paulette Frank, Lori Larsen

CURRICULUM: The Aspire program started in grades three through five last week. Unit 1 is science based, Unit 2 is humanities and Unit 3 is mathematical/problem solving. Cogat testing in grades two and five will begin on October 3rd. Grade one will not be given the Cogat, however, the Aimsweb test that was just administered will be used to identify grade one students to test for the Cogats. Grade six through eight Aspire will begin in the second marking period.

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

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

Group/Class	Event/Destination	Date	Approximate Cost Per Student	Total Cost
4th Grade	Grow a Row (planting/harvesting/ wellness program), Pittstown, NJ	10/28/19	$0.00	$0 Volunteer

Approve the dance and theatre curriculum for grades five through eight.

Approve the social studies curriculum with financial literacy additions for grades six through eight.

Approve the following Enrichment Programs sponsored by the Tewksbury Education Foundation:

Grade	Program Description	Cost	Date
K	Science Can Dance	$2,445	Mar-Apr. 2020
1	Parade of Nations	$4,000	Mar-Apr. 2020
2	Our Changing Earth - Pearl Observatory	$2,100	March 2020
3	Poetry Workshop, BJ Ward	$3,000	May 2020
4	History of the Earth - Pearl Observatory	$1,800	March, 2020
4	Pro-Activity - Health and Wellness	$4,200	Oct., Dec., 2019, Jan., March, May 2020
5	Poetry Workshop, BJ Ward	$1,500	Nov., Dec. 2019
5	Wonders of the Universe - Pearl Observatory	$1,200	Nov. 2019
6	Smart Car Developers - Code The Future	$4,000	Jan. 2020
7	Dissection Workshop - Liberty Science Center	$2,640	Feb. 2020
8	Poetry Workshop, BJ Ward	$750	Dec. 2019
8	Walking into the Present -Paleoanthropology Workshop, Liberty Science Center	TBD	Oct. 2019
8	NYC Trip to see Meangirls on Broadway	$3,753	March 2020

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Erica Johnson, Kevin Mulroony, Thomas Thorp,Cynthia Pettegrove
Absent: Paulette Frank, Lori Larsen

POLICY: Policy 3542.2 School Meal Program Arrears was revisited. No changes will be made at this time.

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

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of August 31, 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 August 31, 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 months ending June 30, 2019.

Approve the attached list of transfers.

Approve the list of bills dated September 25, 2019 in the amount of $1,643,993.90.

Approve the following workshops for the 2019-2020 school year.

Staff Member	Date	Registration	Other Expenses	Event/Destination
Joan Condren	10/4/19	$195.00	-0-	NJIDA (dyslexia) Conference - Somerset, NJ
Karen Morrow	10/4/19	$235.00	-0-	NJIDA (dyslexia) Conference - Somerset, NJ
Kelly Cullen	10/16/19	$140.00	-0-	NJAAP School Health Conference - Somerset, NJ
Lori Tirone	10/21- 10/24/19	$375.00	-0-	NJ School Boards Convention - Atlantic City, NJ
Jennifer Burns	10/17/19 & 10/18/19	$500.00	Hotel & Expenses	NJ Autism Conference - Atlantic City, NJ
Jaime Levy	11/22/19	$199.00	-0-	Rutgers Gifted Education Conference, Somerset, NJ

Mileage expenses will be reimbursed in accordance with school policy.

Accept the receipt of FY19 Extraordinary Aid (EXAID) in the amount of $91,766.00.

Approve entering into contract with Louis A. Daly to provide Restraint Training: Strategies for Crisis Intervention and Prevention (SCIP) to staff for two (2) three (3) hour sessions on October 7, 2019 at a cost of $950.00.

Approve entering into contract with Supreme Consultants, LLC for a Bilingual Speech & Language Evaluation for student #8327141 at a cost not to exceed $750.00 plus mileage.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Erica Johnson, Kevin Mulroony, Thomas Thorp,Cynthia Pettegrove
Absent: Paulette Frank, Lori Larsen

TECHNOLOGY: Dr. Shouffler reported that Ms. Spinks has met with all involved in cleaning up the current website and transitioning to a new template.

FACILITIES: Mrs. Tirone met with Mr. Belske and Ms. Spinks and discussed purchasing battery backups for the servers and switches. They also discussed moving to the cloud which will save on purchasing switches and also provides unlimited storage. Mrs. Tirone provided an update on the following projects: controls, landscaping, paving, pad for sheds and the preschool laminate. September 30th, the school will be closed and the kitchen at OTS will have a new serving line installed, 2 coils in science classrooms will be replaced, roof will be finished as well as the area around freezer and ladders will be installed. OTS kitchen storage retiling has been rescheduled.

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

Approve the following organizations to use the school facilities through November 30, 2019. Documentation is available in the Board of Education office.

- Hunterdon County YMCA
- TAA
- PTA
- TEF

Approve the Tewksbury Education Foundation to hold a STEM night for students and parents at Tewksbury Elementary School on November 12, 2019.

Approve the list of School Bus Routes for the 2019-2020 school year.

Approve the following event dates for TES and OTS:

- TES - Winter Concert 12/19/19, snow date 12/20/19
- TES - Spring Concert 6/4/19
- OTS - Winter Concert 12/10/19, snow date 12/12/19
- OTS - Spring Concert 5/12/19
- OTS Hershey Park Band/Chorus Trip - 5/15/19 (tentative)
- OTS 8th Grade Play 3/26/19, 3/27/19, 3/28/19

Approve a transportation jointure contract with Lebanon School District to transport 3 students on Lebanon Township School District routes at $2,595.00 for the 2019/20 School year.

Approve the following resolution:

RESOLUTION FOR PARTICIPATION IN COORDINATED TRANSPORTATION

WHEREAS, the Tewksbury Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Hunterdon County Educational Services Commission hereinafter referred to as HCESC offers coordinated transportation services; and

WHEREAS, the HCESC will organize and schedule routes to achieve the maximum cost effectiveness:

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus an administration fee of 5.5% for member districts and 8.5% for non-member districts as presented to the Tewksbury Township Board of Education as calculated by the billing formula adopted by the HCESC's Board of Education. Said formula shall be based on a route cost divided by the student mile allocated to each participating district.

I. The HCESC will provide the following services:

a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;

b. monthly billing and invoices;

c. computer print-outs of student lists for all routes coordinated by HCESC;

d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;

e. constant review and revision of routes;

f. provide transportation as requested on the formal written request; and

It is further agreed that the Tewksbury Township Board of Education will provide the HCESC with the following;

a. requests for special transportation on approved forms to be provided by the HCESC, completed in full and signed by previously authorized district personnel;

b. withdrawal for any transportation must be provided in writing and signed by authorized district personal; no billing adjustments will be made without this completed form and will become effective on the date the form is received;

II. Additional Cost – all additional costs generated by unique requests such as mid – day runs or early dismissals will be borne by the district. All such costs must first be approved by the Tewksbury Township Board of Education.

III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2019 and June 30, 2020.

IV. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

V. It is understood and agreed by all parties hereto that the Board of Directors of the HCESC is not responsible for its transportation contractor's failure to provide the services agreed upon herein. It will make every reasonable effort to provide alternative services should such a failure occur.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Erica Johnson, Kevin Mulroony, Thomas Thorp,Cynthia Pettegrove
Absent: Paulette Frank, Lori Larsen

COMMUNICATIONS: Dr. Shouffler is working on a Newsletter which will go out in October. A Test of Emergency Alert Systemwas sent out on 9/24/19.The Board is working on their district letter.

OTHER: Dr. Shouffler discussed the PTA fundraiser of the Boon Supply Catalog at TES and the Women's Club Fundraiser for Soles for Souls.

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

Approve the Nursing Services Plan for the 2019-2020 school year.

Approve Tara Morash, a student in the Fairleigh Dickinson University School of Education and QUEST Teacher Preparation Program, to be placed with Patty Jennings, 8th grade math teacher, for approximately 2 weeks in January, 2020.

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

Name of Fundraiser	Date	Proceeds to:	Advisor	# of Chaperones Needed (in addition to Advisors)
6th, 7th, 8th Grade School Dance	Oct 4, 2019	8th Gr. D.C. Trip	Dee Krowl, Bonnie Mendralla	2
6th, 7th, 8th Grade Metro Fundraising Catalog Sale-Mixed Items	Oct. 15 - Nov. 1, 2019	6th ,7th, 8th grade individual D.C. accounts	Dee Krowl, Bonnie Mendralla	0
8th Gr. Trunk or Treat sale of pizza, water, and haunted hallway	Oct. 25, 2019	8th Grade D.C. Trip	Dee Krowl, Bonnie Mendralla	2

Approve the PTA fundraiser of the Boon Supply Catalog at TES

Women's Club Fundraiser for Soles for Souls.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Erica Johnson, Kevin Mulroony, Thomas Thorp,Cynthia Pettegrove
Absent: Paulette Frank, Lori Larsen

LEGISLATIVE REVIEW: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Mrs. Johnson to enter executive session. The time was 7:56 p.m.

Mrs. Johnson exited the meeting at 7:57.

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 for approximately 30 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 was made by Mrs. Pettegrove and seconded by Mr. Thorp to return to public session. The time was 8:31 p.m.

PERSONNEL: An application was received for the part-time Speech teacher position. Plan B is to work with an outside consulting firm.

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

Accept the letter of resignation from Christina Johnson, part time lunch aide at Tewksbury Elementary School. (TES0027).

Approve Annie Rose-Mason, TES Library/Media Specialist to work 20 summer library hours at the rate of $40.00 per hour.

Approve the Emily Searle, OTS Library/Media Specialist to work 20 summer library hours at the rate of $40.00 per hour.

Approve Carolyn Scheper, Instructional Aide, to work 2 hours at the preschool open house on 8/27/19 at the rate of $19.01 per hour.

Approve Courtney Shideler, Instructional Aide, to work 2 hours at the preschool open house on 8/27/19 at the rate of $16.86 per hour.

Approve the following substitutes for the 2019-20 school year, pending criminal history review.

- Alisha Porcello
- Jessica Storey - nurse
- Tristen Werber - nurse

Approve Grace Page, RN, to perform her clinical internship with OTS School Nurse Kelly Cullen, RN during the 2019-2020 school year.

Final Resolution: Motion carried on a roll call vote.
Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney,Paulette Frank, Kevin Mulroony,
Thomas Thorp, Cynthia Pettegrove
Absent: Erica Johnson, Lori Larsen

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Dr. Deeney to adjourn the meeting. The time was 8:34 p.m.

Motion carried.

Respectfully submitted,

Lori Tirone
Board Secretary