Minutes March 14, 2019 Committee of the Whole Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Committee of the Whole Meeting
March 14, 2019

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Lisa DeLong, Interim Business Administrator at 7:00 p.m. in the Library of the Old Turnpike School.

Lisa DeLong 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, Dr. Deeney, Mrs. Frank, Mrs. Johnson, Mrs. Larsen (arrived at 7:16), Mr. Thorp, Mrs. Pettegrove

ABSENT: Mrs. Carrino, Mr. Mulroony

ALSO PRESENT: Dr. Roseann Humphrey-Interim Superintendent, Ms. Lisa DeLong-Interim Business Administrator, Mr. Jim Miller-Principal, Ms. Sheila Donovan-Guidance Counselor

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to enter Executive Session. The time was 7:12 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 a HIB Hearing for approximately twenty to thirty 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.

Regular session resumed at 7:34 p.m.

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

RESOLUTION

Affirm HIB Determination

Resolved, that, after consideration of the information presented by the parent during this evening's HIB appeal #1, heard in executive session, the Board of Education hereby affirms the administration's H.I.B. determination pursuant to Board Policy and applicable law; and
Be it further resolved, that the Board Secretary is hereby directed to provide written notification to the parent of the Board's decision.

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

PRESENTATION: Mr. Anthony Ardito, Auditor reviewed the annual fiscal audit.

CORRESPONDENCE: None.

PUBLIC COMMENT: None.

Agenda items listed on the COTW agenda under curriculum, policy, finance and facilities were reviewed.

CURRICULUM: Dr. Humphrey stated that she has the Performance Report for a future meeting.

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

Approve the following events/field trips for the 2018-2019 school year.

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
8th Grade	8th Grade Play Preview at Tewksbury Elementary School	3/20/19	$0.00
Pre-K	Raritan Valley Community College Planetarium	3/28/19	$12.00

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

POLICY: The Communication Policy on written e-mail will be revised.

FINANCE: Facility maintenance and planning is being coordinated with architects and Mr. Miles. The district's Long Range Facility Plan has been revised and will be presented at the April 4th meeting along with an OTS building walk through where much of the work is needed.

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

Approve the following workshops for the 2018-2019 school year.

Staff Member	Date	Registration	Other Expenses	Event/Destination
Dr. Angela Deeney	3/8/19	$99.00	-0-	Annual NJSBA School Technology Conference - West Windsor

Mileage expenses will be reimbursed in accordance with school policy.

Approve entering into contract with Rutgers RWJMS-Dept. of Psychiatry for a Psychiatric Evaluation for student #8176209656 at a cost not to exceed $950.00.

Accept the proposal on the recommendation of Jim Belske, and award a contract to Comcast for 36 months as listed, and make application for E-Rate funding through the district E-Rate consultant.

100 MB Dedicated Internet $623.19
100 MB EPL Line $360.87

Travel and Expenses 2019-2020
WHEREAS, the Tewksbury Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $1500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30).

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $45,000 for all staff and board members.

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

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

Adoption of Tentative Budget 2019-2020

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, and to authorize the Superintendent and/or the Business Administrator to modify the proposed FY 2019-2020 school budget, if changes are required at the conclusion of the review by the Executive County Superintendent:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2019-2020 Total Expenditures	$14,944,465	$117,500	$732,067	$15,794,032
Less: Anticipated Revenues	$2,398,594	$117,500	$ 646	$2,516,740
Taxes to be Raised	$12,545,871	$0	$731,421	$13,277,292

And to advertise said tentative budget in the Courier News in accordance with the form suggested by the state Department of Education and according to law; and

And the proposed FY 2019-2020 budget includes a withdrawal from capital reserve in the amount of $700,000 to fund the following capital projects: OTS: Fire Alarm, Roof Phase 4, HVAC Univent Valves, LED Lighting & Ceiling Replacement.

BE IT FURTHER RESOLVED, that a public hearing be held in the library of the Old Turnpike School, 173 Old Turnpike Road, Califon, New Jersey on Thursday, May 2, 2019 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

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

TECHNOLOGY: Dr. Humphrey reported that the Smartboards in the technology budget may be reduced.

FACILITIES: The projects in the budget were reviewed: LED lighting, ceiling tiles, fire alarm system, shed replacement.

COMMUNICATIONS: Future communication will introduce the new Superintendent.

OTHER: The Emergency/Fire Drill Report was reviewed.

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

Approve Meadow Jacobson and Erin Whaley, students from the Hunterdon County Polytech Teacher Academy Program, to observe classes at Tewksbury Elementary School for approximately 28 hours (two hour increments) on Thursdays and Fridays beginning March 21 through May 17, 2019.

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

SUPERINTENDENT'S REPORT: Dr. Humphrey discussed kindergarten enrollment for the 2019-2020 school year. The eighth grade service project and the TEF projects were discussed. Dr. Humphrey provided coverage plans for Mr. Orsini's extended absence.

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to enter Executive Session. Mr. Thorp excused himself from the meeting. The time was 9:31 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 matters for approximately thirty 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.

Regular session resumed at 10:06 p.m.

PERSONNEL: A meet and greet with the new Superintendent is scheduled.

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

Motion to approve Dorise Benson as a Speech Language Therapist to provide Home Instruction Speech Language services for student #8327012 for up to 2 hours per week at a rate of $75.00 per hour plus mileage beginning March 4, 2019 through June 30, 2019.

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

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to adjourn the meeting. The time was 10:22 p.m.

Motion carried.

Respectfully submitted,

Lisa DeLong
Interim Board Secretary