Minutes May 26, 2016

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Board Meeting
May 26, 2016

The Regular Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:07 p.m. in the Library of the Old Turnpike School.

Joanne Black 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. Bartels (arrived at 7:11 pm), Ms. Delventhal, Mrs. Geoffrion, Mrs. Jenkins, Mr. Regan (arrived at 7:11 pm),Mrs. Resnick, Ms. Tenerelli, Mrs. Larsen

ABSENT: Dr. Schiller

ALSO PRESENT: Monica Rowland-Superintendent (arrived at 7:11 pm), Joanne Black-Business Administrator

PRESENTATION:

- Mr. Arbesfeld, Architect-SSP Architects and Beth from Edward Engineering presented plans for the loading dock. The Board suggested changes and Mr. Arbsefeld will redo and share the plans. The Board is planning on appointing at the next meeting.
- Ms. Rowland presented the April, 2016 Staff Recognition nominees with certificates and read excerpts from their nominations. The following staff members were nominated: Nicole Amato, Rosa Barrett, Peter Berg, Erin Brogan, Nancy Carle, Patricia Clauss, Emma Cougle, Jodi DenBleyker, Yahna Fiscarelli, Rachel Gentile, Matt Hamma, Dee Krowl, Tom Lobb, Katrina Moore, Mike Ryder, Lisa Schneider, Emily Searle, Kirsli Spinks, Scott Steinman, Kelly Takayama, Allison Warren, Susan Wilkinson, Anna Young, Cathy Zisk.
- Mr. Miller presented a review of the Morris County Arts Workshop at Tewksbury Elementary School. He reviewed the enrollment of the programs and stated that they will send out another survey to see if there is continued interest.
- Ms. Rowland presented an update on the Strategic Plan.

CURRICULUM:

- Ms. Lisa Schneider presented a curriculum update.

**APPROVAL OF MINUTES**

Motion was made by Mrs. Jenkins and seconded by Ms. Delventhal to approve the following minutes:

- Approval of Minutes April 14, 2016 Committee of the Whole Meeting
- Approval of Minutes April 14, 2016 Executive Session
- Approval of Minutes April 28, 2016 Regular Board Meeting
- Approval of Minutes April 28, 2016 Executive Session

Motion carried.

POLICY: Motion was made by Ms. Delventhal and seconded by Ms. Resnick to approve the following minutes on first reading:

1. Approve on first reading, Policy #4112.8/4212.8 Nepotism.
2. Approve on first reading, Policy #5141.22 Medical Marijuana.
3. Approve on first reading, Policy #3570 District Records and Reports.
4. Approve on first reading, Policy #5120 Assessment of Individual Needs.
5. Approve on first reading, Policy #9250 Expenses, Travel Reimbursement.

Motion carried.

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

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of March 31, 2016, 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 March 31, 2016 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.

Motion to accept the Board Secretary's Report and the Cash Account Reconciliation Report for month ending March 31, 2016.

Motion to approve the attached list of transfers.

Approve the list of bills, check numbers 8768 through 8860 in the amount of $1,083,370.48.

Approve the following travel requests:

| Staff Member | Date | Registration | Other Expenses | Travel/Mileage | Event/Destination |
|---|---|---|---|---|---|
| Patricia Clauss | 5/18/16 | $0.00 | $0.00 | yes | Realtime Training at Hackettstown High School |
| Joanne Black | 6/7/16 - 6/10/16 | $150.00 | $200.00 | yes | NJASBO Business Administrator Conference |
| *Bob Hoffman, Jr. | 6/10/16 | $0.00 | $0.00 | yes | STS General Meeting |

Approve entering into a contract with the Hunterdon County YMCA to provide Before and After School programs for the 2016-2017 school year.

Approve the transfer of funds from the Maintenance Reserve in the amount of $50,000.

Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Services for 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at an hourly rate of $91.50.

Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations for 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at a rate of $375.00 per evaluation.

Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Services for 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at an hourly rate of $91.50.

Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Evaluations for 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at a rate of $375.00 per evaluation.

Approve entering into contract with JAS Educational Consulting, LLC for Learning Disabilities Teacher-Consultant Services for Educational Evaluations for 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at a rate of $400.00 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 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at a rate of $75.00 per hour, one hour minimum.

Approve entering into contract with Brett DiNovi & Associates, LLC for Behavioral Consultation Services for 2016-2017 School Year beginning September 1, 2016 through June 30, 2017 at a rate of $125.00 per hour, not to exceed 50 hours for the school year.

Approve entering into contract with Advancing Opportunities for Assistive Technology Services for 2016-2017 School Year beginning July 1, 2016 through June 30, 2017 at a rate of $880.00 per evaluation, at a rate of $115.00 per hour for Support and Training and at a rate of $55.00 per hour for travel.

Approve submission of a $2,000 safety grant application to NJ Schools Insurance Group for security enhancements at the Old Turnpike School.

Approve the tax levy schedule for the 2016-2017 school year.

Approve the submission of the Winter Storm Jonas FEMA Reimbursement application for expenses related to Winter Storm Jonas.

Approve the Tewksbury Township School District to become a member of the Somerset County Cooperative Pricing System, #2-SOCCP, for the period ending December 31, 2018, and each renewal, thereafter of the system, unless the Tewksbury Township School District elects to formally withdraw from the system.

Accept a check in the amount of $4,168.90 from Century Tel., Inc. for the e-rate program.

Approve Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor "of record" for the 2016-2017 school year.

Motion carried on a roll call.

COMMUNICATIONS: Ms. Tenerelli and Ms. Rowland discussed a digital sign and will speak to appropriate parties. A culture and climate survey with North Hunterdon/Voorhees was discussed.

OTHER: The petition for School Board Member is due in the Hunterdon County Clerk's office no later than 4:00 p.m. on Monday, July 25, 2016. The Annual School Board Election will be held on Tuesday, November 8, 2016.

SUPERINTENDENT'S REPORT:

- HIB Report - There was one HIB investigation at TES, not confirmed HIB but was a code of conduct. There were no suspensions for the month.
- Claire Simcox, a student at the University of Wisconsin majoring in communication sciences and disorders, will shadow Susan Stecker and Rachel Gentile for 1 day during the 2015-2016 school year.

EXECUTIVE SESSION: Motion was made by Mrs. Larsen and seconded by Ms. Delventhal to enter Executive Session. The time was 9:02 p.m. Mrs. Black read the following statement:

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 the safety and security of the school buildings, and personnel, finance and negotiations for approximately 45 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.

OPEN SESSION: Motion was made by Mr. Regan and seconded by Ms. Delventhal to return to Open Session. The time was 9:50 pm.

PERSONNEL: Motion was made by Mrs. Bartels and seconded by Mrs. Jenkins to approve the following:

Approve Joelle DiSessa as a long term substitute 8th Grade Science Teacher effective May 1, 2016 through June 30, 2016 at Step 1 BA $54,193.00 (pro-rated).

Approve **Courtney Shideler** as a Special Education Teacher for Extended School Year Preschool Disabled Program for up to 4.25 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Krista Kovalsky** as a Special Education Teacher for Extended School Year Elementary/Middle School Program for up to 4.25 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Jennifer Burns** as a Special Education Teacher for Extended School Year Elementary/Middle School Program for up to 4.25 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Mary Calo** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Gerilyn Ambrosky** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Shane Thomas** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday, pending criminal history review. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Alyssa DeGrau** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Gail Grube-Riva** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Susan Stecker** as a Speech Language Specialist for Extended School Year Program for up to 4.25 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Kelly Cullen** as a School Nurse for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Judi Piccolo-Torsky** as a School Nurse for Extended School Year Program for up to 4 hours per day beginning July 5, 2016, through August 4, 2016, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

> NOTE: 76 hours for ESY School Nurse to be shared between two nurses and one substitute nurse.

Approve **Cynthia Allen** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve **Barbara Antonelli** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve **Robin Balick** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve **Sharon Dec** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve **Nancy Magenheimer** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve **Katherine Kelsey** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, on an as needed basis. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Heather Olla** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, on an as needed basis. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Barbara Tosco** as a substitute for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, on an as needed basis. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Rachel Gentile** as a substitute Speech Language Specialist for Extended School Year Program beginning July 5, 2016 through August 4, 2016, Monday through Thursday, on an as needed basis. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Heather Heithoff** as a substitute nurse for Extended School Year Program beginning July 5, 2016, through August 4, 2016, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve **Connie Feinsod** as School Social Worker for up to 50 hours for summer evaluations, reports, meetings, and case management beginning July 1, 2016 through August 26, 2016. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve **Rachel Gentile** as Speech Language Specialist for up to 60 hours for summer evaluations, reports, meetings, and case management beginning July 1, 2016 through August 26, 2016. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve the following Special Education Teachers for a cumulative 15 hours to attend summer IEP meetings as needed beginning July 1, 2016, through August 26, 2016. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

- **Erika Bergmann**
- **Joan Condren**
- **Katherine Kelsey**
- **Krista Kovalsky**
- **Donna Lance**
- **Heather Olla**
- **Barbara Tosco**

Approve the following General Education Teachers for a cumulative 15 hours to attend summer IEP meetings as needed beginning July 1, 2016, through August 26, 2016. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

- **Erika Bergmann**
- **Camille Bristow**
- **Rebecca Chapman**
- **Katherine Kelsey**

Motion carried on a roll call.

FINANCE: Motion was made by Ms. Larsen and seconded by Mr. Regan to approve the following:

Appoint A. Ardito as the Tewksbury School District auditor for the 2015-2016 school year at an annual fee of $16,000.

Approve the renewal of the Horizon BCBSNJ Medical/Prescription plan and Delta Dental plan for the 2016-2017 school year.

Approve the resolution which approves the Memorandum of Agreement with the Tewksbury Education Association for the period July 1, 2016 to June 30, 2019, as well as the corresponding salary guide with four clarifications to come from article VI Sections AI and C3c, Article X Sections A4a and 5 (First Paragraph).

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Authorize the School Business Administrator to advertise and request bids for the Tewksbury Elementary School loading dock, stairs and sidewalk projects was tabled.

Motion carried on a roll call vote.

ADJOURNMENT: Motion was made by Mrs. Larsen and seconded by Mr. Regan to adjourn the meeting. The time was 9:50 pm.

Respectfully submitted,

Joanne Black
Board Secretary