Minutes 5/28/15

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
May 28, 2015

The Regular Meeting of the Tewksbury Township Board of Education was called to order by Vice President, Lori Larsen, at 7:03 PM in the Library of the Old Turnpike School.

Karin Laraway 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 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, Mrs. Jenkins, Mrs. Larsen, Ms. Delventhal, Mr. Regan, Ms. Resnick, Dr. Schiller (arrived at 7:05 PM)

ALSO PRESENT: Monica Rowland, Superintendent
Karin Laraway, Board Secretary

ABSENT: Mrs. Geoffrion, Mr. Presutti

NEW BUSINESS

Motion Made by Mrs. Larsen, seconded by Mrs. Resnick, to accept the resignation of Matthew Presutti from the Board of Education effective May 28, 2015.

Motion approved on a unanimous voice vote.

Motion made by Mrs. Bartels, seconded by Ms. Delventhal, to nominate Mrs. Larsen as President of the Board of Education.

There were no other nominations.

Motion made by Mrs. Larsen, seconded by Mrs. Bartels, to close the nominations.

Motion approved on a unanimous voice vote.

Motion to nominate Mrs. Larsen as President was approved by a unanimous roll call vote.

Mr. Regan commented that he was looking forward to a great transition and that communication is key and that information should be shared with the full Board

Motion made by Ms. Delventhal, seconded by Ms. Resnick, to nominate Mrs. Bartels as Vice President of the Board of Education.

There were no other nominations.

Motion made by Mrs. Larsen, seconded by Mrs. Jenkins, to close the nominations.

Motion approved on a unanimous voice vote.

Motion to nominate Mrs. Bartels as Vice President was approved on a unanimous roll call vote.

The Board Retreat will be held on June 15. Board structure will be discussed as well as curriculum and external benchmarks. BOE members should provide topics for discussion to the BOE President.

The Superintendent will complete her evaluation and then the BOE members will be able to log on and complete their section of the evaluation.

The Board should log onto the NJSBA website to complete the Board self-evaluation so that it can be reviewed at the Board Retreat.

Advertising for the vacant BOE seat will be immediately. Applications will be submitted through Monday, June 8. Interviews will be at the Committee of the Whole meeting on Thursday, June 11.

APPROVAL OF MINUTES

Motion made by Mrs. Larsen, seconded by Mrs. Jenkins, to approve the April 30, 2015 Regular, Public Budget Hearing and Executive Session minutes.

Motion approved on a unanimous voice vote.

POLICY

Ms. Rowland gave the BOE members copies of a draft policy for Bring Your Own Device for the BOE to review. Discussion regarding the policy will be at the next regular BOE meeting.

The process for policy updates will be as follows: BOE members will be provided with marked up copies of policy updates sent by the Committee of the Whole meeting so the BOE members have time to review for the regular BOE meeting.

Policies are on the district website.

PERSONNEL

Motion made by Mrs. Bartels, seconded by Mrs. Larsen, to approve items P1-P31 as recommended by the Superintendent.

P1. Approve **Jami Alberalla** as a Special Education Teacher for Extended School Year Preschool Disabled Program for up to 4.25 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 1 MA at $40.86 per hour.

P2. Approve **Joan Condren** as a Special Education Teacher for Extended School Year Elementary/Middle School Program for up to 4.25 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 15 MA+15 at $59.23 per hour.

P3. Approve **Charity Dilts** as a Special Education Teacher for Extended School Year Elementary/Middle School Program for up to 4.25 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 1 BA at $39.79 per hour.

P4. Approve **Lauren Vasko** as a Special Education Teacher for Extended School Year Elementary/Middle School Program for up to 4.25 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 1 BA at $37.79 per hour.

P5. Approve **Mary Calo** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday at Step 6 at $16.18 per hour.

P6. Approve **Alyssa DeGrau** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday at Step 2 at $14.94 per hour.

P7. Approve **Rosa Guzman-Barrett** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday at Step 1 at $14.65 per hour.

P8. Approve **Carolyn Scheper** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday at Step 7 at $16.50 per hour.

P9. Approve **Nancy Stazzone** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday at Step 2 at $14.94 per hour.

P10. Approve **Susan Stecker** as a Speech Teacher for Extended School Year Program for up to 4.25 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 8 MA at $45.55 per hour.

P11. Approve **Kelly Cullen** as a School Nurse for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 13 MA+30 at $55.16 per hour.

P12. Approve **Judi Piccolo-Torsky** as a School Nurse for Extended School Year Program for up to 4 hours per day beginning July 1, 2015, through July 30, 2015, Monday through Thursday, at Step 15 MA at $58.12 per hour.

NOTE: 72 hours for ESY School Nurse to be shared between two nurses and three substitute nurses.

P13. Approve **Cynthia Allen** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P14. Approve **Barbara Antonelli** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P15. Approve **Deborah Barrends** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P16. Approve **Kenneth Bobal** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P17. Approve **Patricia Ciak** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P18. Approve **Sharon Dec** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P19. Approve **Linda Freda** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P20. Approve **Kathleen Oswald** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P21. Approve **Katherine Kelsey** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at Step 3 MA at $41.56 per hour on an as needed basis.

P22. Approve **Krista Kovalsky** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at Step 11 MA+15 at $51.07 per hour on an as needed basis.

P23. Approve **Heather Olla** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at Step 7 MA at $44.40 per hour on an as needed basis.

P24. Approve **Barbara Tosco** as a substitute for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at Step 15 MA+15 at $58.88 per hour on an as needed basis.

P25. Approve **Heather Heithoff** as a substitute nurse for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P26. Approve **Lori Prussack** as a substitute nurse for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P27. Approve **Yvette Shangold** as a substitute nurse for Extended School Year Program beginning July 1, 2015, through July 30, 2015, at the approved substitute rate of pay on an as needed basis.

P28. Approve **Dr. Penny Nuwer** as School Psychologist for up to 62 hours for summer evaluations, reports, meetings, and case management beginning July 1, 2015, through August 21, 2015, at Step 9 MA+30 at $48.65 per hour.

P29. Approve **Connie Feinsod** as School Social Worker for up to 50 hours for summer evaluations, reports, meetings, and case management beginning July 1, 2015, through August 21, 2015, at Step 13 MA at $53.58 per hour.

P30. Approve the following Special Education Teachers for a cumulative 15 hours to attend summer IEP meetings as needed beginning July 1, 2015, through July 30, 2015, at $39.00 per hour contracted rate:

- **Katherine Kelsey**
- **Krista Kovalsky**
- **Heather Olla**
- **Barbara Tosco**

P31. Approve the following General Education Teachers for a cumulative 15 hours to attend summer IEP meetings as needed beginning July 1, 2015, through July 30, 2015, at $39.00 per hour contracted rate:

- **Camille Bristow**
- **Rebecca Chapman**
- **Gail Grube-Riva**
- **Katherine Kelsey**
- **Karen Morrow**
- **Pamela Nugent**

Motion approved on a unanimous roll call vote.

Motion made by Mrs. Bartels, seconded by Mrs. Larsen, to approve items P32-P35 as recommended by the Superintendent.

P32. Accept the letter of retirement from Karin Laraway, Business Administrator/Board Secretary effective June 30, 2015.

P33. Accept the letter of retirement from Gail Bogan, Library/Media Specialist effective June 30, 2015.

P34. Accept the letter of resignation from Nancy Siani, Special Education Instructional Aide, effective May 29, 2015.

P35. Approve the attached list of Non-Tenured Employees for the 2015-2016 school year.

Motion approved on a unanimous roll call vote.

Motion made by Mrs. Bartels, seconded by Mrs. Jenkins, to approve P36 as recommended by the Superintendent.

P36. Approve the following staff moves between schools for 2015-16:

K. Kelsey – Special Education TES
J. Pill - Special Education TES
K. Kovalsky - Special Education TES

J. Condren - Special Education OTS
C. Moran - Special Education OTS

Motion approved on a 6-0-1 roll call vote with Mrs. Bartels abstaining.

Motion made by Mrs. Bartels, seconded by Mr. Regan, to approve P37-38 as recommended by the Superintendent.

P37. Approve the following student teachers/student observations for the 2015/2016 school year:

- **Sarah Apgar, Centenary College - Student Teacher**
  Donna Lance- Special Ed. Teacher, Liz Gentile-Kindergarten Teacher
- **Alyssa Young, Centenary College - 1x per week observation**
  Jaime Levy- General Education Teacher grade 1

P38. Approve to extend the contract for Jami Alberalla as a Maternity Leave Replacement Teacher for 2014-2015 from May 15 through June 30, 2015 at MA Step 1, $58,334.00 pro-rated.

Motion approved on a unanimous roll call vote

FINANCE

Motion made by Mrs. Larsen, seconded by Mr. Regan, to approve items F1-F12.

F1. Approve the list of bills check #7369 through check #7464 in the amount of $1,007,812.11.

F2. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Services for the 2015 Extended School Year Program for up to 60 hours beginning July 1, 2015, through July 30, 2015, at an hourly rate of $91.50.

F3. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations beginning July 1, 2015, through August 21, 2015, for evaluations at a rate of $365.00 per evaluation.

F4. Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Services for the 2015 Extended School Year Program for up to 50 hours beginning July 1, 2015, through July 30, 2015, at an hourly rate of $91.50

F5. Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Evaluations beginning July 1, 2015, through August 21, 2015, for evaluations at a rate of $365.00 per evaluation.

F6. Approve entering into contract with Atlantic Rehabilitation Institute Outpatient Services for a Central Auditory Processing Disorder evaluation for student #4382807269 at a cost not to exceed $1,271.00.

F7. Approve entering into contract with Douglass Outreach for a Functional Behavioral Assessment for student #8342943881 at a cost of $2,800.

F8. Approve entering into contract with Communications Therapies to provide Speech Language Evaluations and participate in meetings beginning July 1, 2015, through August 26, 2015, evaluations at a rate of $250.00 per evaluation, meetings at a rate of $50.00 per hour with a one hour minimum.

F9. Approve entering into a contract with LEA2600 for an out of district placement #2122929851in the amount of 1705.20 per month for the remainder of the 2014-15 school year.

F10. Motion to approve travel requests:

C Feinsod	NJ School Social Works Assn	$95 + mileage
C Feinsod	Building effective IEP's	$129 + mileage
S Donovan	Addressing staff mental health issues	$150 + mileage
J Miller	Addressing staff mental health issues	$150
P Nuwer	Building Effective IEP's	$129 + mileage

F11. Approve submission of a $1,200 safety grant application to NJ Schools Insurance Group for enhancements to interior locks at the Old Turnpike School.

F12. Approve the tax levy schedule for the 2015-2016 school year.

Motion approved on a unanimous roll call vote.

CURRICULUM

The curriculum agenda for the Committee of the Whole included discussion on the writing program, Project Aspire, Reading Panel and PBL.

TECHNOLOGY

Discussion at the committee meeting included the wireless upgrade at TES. The existing Aruba AP will be transferred to TES and the Meraki will be installed at OTS. There was discussion on BYOD for next year and Google Apps for Education and the migration, and server consolidation.

FACILITIES

Evening work has begun on the summer projects.

COMMUNICATIONS

There is a video on the OTS school website about Remembrance Day for the public to view.

Mr. Regan left the meeting at 8:40 PM.

BOARD SECRETARY/TREASURER'S REPORT

Motion made by Mrs. Larsen, seconded by Mrs. Bartels, to approve items B1-B3.

B1. Board Secretary/Treasurer's Report, Transfers for February, March 2015.

B2. Motion accepting the Superintendent's certification that the financial report of the Board Secretary and the Treasurer of School Monies for the month ending February, March 2015 is in balance and that the Superintendent recommends, in compliance with N.J.A.C. 6:20-2.13(e) that the Board of Education certify that no major account or fund has been overexpended and that as of these reports, sufficient funds are available to meet the District's financial obligations for the remainder of this fiscal year.

B3. Motion to accept the Board Secretary's certification as required by N.J.A.C. 6:20-13 (D), that no line item account has been overexpended as of February, March 2015 and that as of this date, sufficient funds are available to meet the District's financial obligations for the remainder of the 2014-2015 fiscal year.

Motion approved on a unanimous roll call vote.

SUPERINTENDENT'S REPORT

Motion made by Mrs. Larsen, seconded by Mrs. Jenkins, to approve items S1-S3 of the Superintendent's Report.

S1.Approve the following student observation for the 2014/2015 school year:

- Scott Hornick, Mercer County Community College – 15 hours classroom observation: Three elementary school teachers to be determined

S2. Approve Vet. Tech. student Melissa Braco, with her dog Quincy, to make a presentation on animal care to Ms. Amato's class and Ms. Chapman's class. Presentation will be outdoors and dog will remain on leash at all times.

S3. Approve the following trip requests for the 2014-2015 school year:

- CST students to Round Valley School for classroom visitation May 2015

Motion approved on a unanimous voice vote.

HIB REPORT

There was one incident at OTS that was investigated and found to be HIB. Corrective action included remediation.

LEGISLATIVE REVIEW

The Senate approved removing Superintendent salary caps.

NEW BUSINESS

Motion made by Mrs. Larsen, seconded by Mrs. Jenkins, to approve the Board of Education meeting schedule for July 2015 through December 2015.

Motion approved on a unanimous voice vote.

AUDIENCE – None at this time.

Motion made by Mrs. Larsen, seconded by Ms. Resnick, to adjourn the meeting.
The time was 9:02 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway, Board Secretary