**Minutes 12/17/14**

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
December 17, 2014

The Regular Meeting of the Tewksbury Township Board of Education was called to order by Vice President, Mrs. Larsen, at 7:09 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. Geoffrion, Mrs. Jenkins, Mrs. Larsen, Mrs. Marelli (arrived at 7:12 PM), Ms. Resnick, Dr. Schiller (arrived at 7:15 PM)

**ALSO PRESENT:** Monica Rowland, Superintendent
Karin Laraway, Board Secretary
Jessica Lusk, Board Attorney
Megan Verderamo, Supervisor of Special Education Programs
Michael Ryder, OTS Principal

**ABSENT:** Mr. Regan, Mr. Presutti

**PRESENTATION -** Mr. Ryder, OTS Principal, presented the new procedure of HIB anonymous reporting. Information can be reported via a voicemail, online or using the "Bullying" boxes.

Motion made by Mrs. Marelli, seconded by Ms. Resnick, to approve P7 as recommended by the Superintendent:

To approve Kelly Takayama as an Art Teacher for Old Turnpike School for the 2014-15 school year at Step 1, BA at $53,934 (pro-rated) beginning January 5, 2015 through June 30, 2015.

Motion approved on a unanimous roll call vote.

**APPROVAL OF MINUTES**

Motion made by Mrs. Larsen, seconded by Mrs. Bartels to approve the following minutes:

- November 24, 2014 Regular Meeting

Motion approved on a unanimous voice vote.

Motion made by Mrs. Larsen, seconded by Mrs. Marelli, to adjourn to executive session to discuss attorney client privilege information for approximately 45 minutes. The time was 7:30 PM.

Motion approved on a unanimous voice vote.

Mrs. Laraway read the Sunshine Law

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 attorney client privilege information 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.

Motion made by Dr. Schiller, seconded by Mrs. Geoffrion, to return to the regular meeting. The time was 8:30 PM.

**AUDIENCE –** None at this time.

**CORRESPONDENCE –** None at this time.

**POLICY**

NJSBA is reviewing the 8000 series of policies. In January, Ms. Rowland will bring information regarding PARCC opt out information for policy determination.

**PERSONNEL**

Motion made by Mrs. Marelli, seconded by Mrs. Larsen, to approve P1-P6 and P8-P9 as recommended by the Superintendent.

P1. Approve Peter Berg as Assistant Track Coach for the 2014-2015 school year at $3,721.00 if needed based on student participation.

P2. Approve Ryan Lagomarsino as Assistant Track Coach for the 2014-2015 school year at $2,198.00 if needed based on student participation.

P3. Approve Jami Alberalla as Head Cheerleading Coach for the 2014-2105 school year at $3,555.00.

P4. Approve Darcy Harp as Head Girls Lacrosse Coach for the 2014-2015 school year at $4,401.00.

P5. Approve Karen Hopkins as a full time Long Term Substitute Basic Skills Reading Teacher for the 214-2015 school year beginning December 2, 2014 through April 3, 2015 at Step 1, MA at $58,334 (pro-rated). The Chief School Administrator was approved to hire additional staff as needed for the 2014-2015 school year at the June 20, 2014 Board of Education meeting.

P6. Accept the letter of resignation from Karen Hopkins, Long Term Substitute Basic Skills Reading Teacher effective December 3, 2014.

P8. Approve the following Substitute Teachers for the 2014-2015 school year:

- Karen Grobert
- Michael Fortino

P9. Approve Yvette Shangold as a Substitute Nurse for the 2014-2015 school year.

Motion approved on a unanimous roll call vote.

The committee met to review the motions.

**FINANCE**

Motion made by Mrs. Larsen, seconded by Mrs. Bartels, to approve items F1-F5.

F1. Approve the list of bills dated December 17, 2014 in the amount of $838,282.19.

F2. Approve submission of an amendment to the FY15 IDEA grant for carryover funds from the FY14 IDEA grant - $10,863 Basic and $445 Preschool.

F3. Approve the 2015-16 Preschool Regular Education Tuition in the amount of $3,150.

F4. Resolved that the Board of Education approves the Settlement Agreement in the matter captioned Tewksbury Education Association v. Tewksbury Board of Education, DKT. NO. L-269-13 in the amount of $12,000: and be it further resolved that the Board President is authorized to execute the Agreement on behalf of the Board.

F5. Approve travel requests:

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| B Palmer | Autism Conf | $195 + mileage |
| A Warren | ISTE Conf | $277 + mileage |
| C Zisk | Universal Design for Learning | $115 + mileage |
| J Preston | Universal Design for Learning | $115 + mileage |
| A Warren | Sci Ed Institute – Crosscutting Concepts | $100 + mileage |
| J Miller | Report Card Seminar | $149 + mileage |
| R DeStefano | Using ipad in the classroom | $235 + mileage |

Motion approved on a unanimous roll call vote.

There was discussion about revenues for the 2015-16 budget. In the preliminary revenue budget, the tax levy and state aid will remain constant. School Choice funding was increased by 2 students for an additional $25,790. Excess surplus from the 2013-14 budget cycle of $797,931 will be budgeted. Nonpublic transportation aid and extraordinary special ed aid from the 2013-14 school year will also be budgeted in the amount of $97,709.

The governor's budget speech is not scheduled but usually takes place the last week of February. The district should receive state aid funding notices within 48 hours of the governor's speech.

**CURRICULUM**

At the committee of the whole meeting NWEA results as well as a timeline for curriculum writing and review was discussed.

**TECHNOLOGY**

Items discussed at the committee meeting were wireless upgrades at TES, PARCC readiness, migration to Google and the district website. The reconfigured district website will go live after the new year.

**FACILITIES**

Motion made by Mrs. Larsen, seconded by Mrs. Bartels, to approve items FA!-FA2.

FA1. Approve the following payment applications for the TES Security Project submitted by Alarm & Communication Technologies:

- Application #2 $59,299.27
- Application #3 $23,939.73

FA2. Approve the following payment application for the OTS Generator Project submitted by Manor Electric, application #2 in the amount of $239,448.45.

Motion approved on a unanimous roll call vote.

**COMMUNICATIONS**

The Hour of Code, Spring into Fun day and Strategic Planning was discussed.

**BOARD SECRETARY/TREASURER'S REPORT**

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

B1. Board Secretary/Treasurer's Report, Transfers for July, August, September and October 2014.

B2. Motion accepting the Superintendent's certification that the financial report of the Board Secretary and the Treasurer of School Monies for the months ending July, August, September and October 2014 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 July, August, September and October 2014 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-S2.

S1. Approve the following trip request for the 2014-2015 school year:

- 8th Grade to Tewksbury Elementary School, Califon, NJ
- 5th Grade to Medieval Times, Lyndhurst, NJ

S2. Approve Malcolm Gordon McNair, a student from Centenary College, for a 15 week practicum beginning January 20, 2015 at Old Turnpike School.

Motion approved on unanimous voice vote.

There was a lengthy discussion on the 2015-16 school calendar and options available for making up snow days.

Motion made by Mrs. Marelli, seconded by Dr. Schiller, to approve option 2 for the 2015-16 calendar:

> The tentative last day of school is June 15. This includes four emergency closing days. If all are not used, they will be given as vacation days beginning with June 15 and working backwards. In the event of inclement weather, the Board will revise this calendar to include make-up days, beyond the four emergency closing days in this order: 1/18, 2/12 5 days from Spring Break beginning with Friday, 4/1 and working backwards and ending on Monday 3/28. Any additional days not recouped from the above listed emergency closing or make-up days will be added to the end of the school year. (This option is most like Voorhees.)

Motion not approved on a 3 yes, 4 no vote with Mrs. Marelli, Dr. Schiller, and Mrs. Geoffrion voting yes.

Motion made by Ms. Resnick, seconded by Mrs. Bartels, to approve the calendar as follows:

> The tentative last day is June 9. If 2 emergency closing days are used prior to Winter Recess, then 1/18 will be used as a regular school day. If 2 additional days (4 total) are used by 1/22, then 2/12 will be used as a regular school day. Two days will have been made up by 2/12, the other two days will be added to the end of the year. If 4 additional days (8 total) are used, these days will be added to the end of the school year. If more than 8 days are used, then days will be made up from Spring Break beginning with April 1 and working backwards to Monday, March 28.

Motion approved on a 5 yes, 2 no with Dr. Schiller and Mrs. Marelli voting no.

HIB Report – No incidents to report for December.

**AUDIENCE –** None at this time.

**ADJOURNMENT**

Motion made by Mrs. Larsen, seconded by Mrs. Jenkins, to adjourn the meeting. The time was 10:00 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway
Board Secretary