Minutes 6/26/14

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
June 26, 2014

The Regular Meeting of the Tewksbury Township Board of Education was called to order by President, Matthew Presutti, at 7:10 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. Larsen, Mrs. Marelli, Mr. Presutti, Mr. Regan (left at 9:45 PM), Ms. Resnick (left at 9:03 PM), Dr. Schiller (arrived at 8:05 PM)

ALSO PRESENT: Monica Rowland, Superintendent
Karin Laraway, Board Secretary
Lisa Schneider, Supervisor of Curriculum and Technology Integration

APPROVAL OF MINUTES

Motion made by Mr. Presutti, seconded by Mr. Regan, to approve the following minutes:

- April 30, 2014 Regular/Public Hearing and Executive session
- May 22, 2014 Regular Meeting

Motion approved on a unanimous voice vote.

Motion made by Mr. Presutti, seconded by Mr. Regan, to appoint Krista Jenkins and Krista Geoffrion to the Board of Education effective June 26, 2014 through December 2014.

Motion approved on a unanimous roll call vote.

Mrs. Jenkins and Mrs. Geoffrion took the Board of Education Member Oath of Office.

PRESENTATION

Ms. Schneider presented an overview of curriculum initiatives.

AUDIENCE

Members of the audience questioned the BOE regarding Spanish continuity, and requested consideration for busing of tuition preschool students and a special education student.

CORRESPONDENCE

None at this time.

POLICY

Motion made by Mrs. Bartels, seconded by Mrs. Larsen, to approve items PO1-PO3.

PO1. Approve on second reading Policy #1581 Victim of Domestic or Sexual Violence Leave.

PO2. Approve on second reading Policy #3125 Employment of Teaching Staff Members.

PO3. Approve on second reading Policy #3240 Professional Development for Teachers and School Leaders.

PO4. Approve on second reading Regulation #3240 Professional Development for Teachers and School Leaders.

PO5. Approve on second reading Policy #4125 Employment of Support Staff Members.

PO6. Approve on second reading Policy #4146 Nonrenewal of Nontenured Support Staff.

Motion approved on a unanimous voice vote.

PERSONNEL

Item P17 was tabled from the agenda.

> P17. Approve entering into a shared service agreement for Business Administrator/Board Secretary services with Califon Board of Education for the 2014-2015 school year pending approval by the County Executive Superintendent.

Motion made by Mrs. Marelli, seconded by Mr. Presutti, to approve P1-P16 and P18.

> P1. Authorize the Chief School Administrator to hire additional personnel as needed for the 2014-2015 school year.
>
> P2. Approve the maternity leave of Brittany Friedel, middle school Science Teacher, to begin approximately October 10, 2014 using 20 sick days as requested, the remainder of leave in accordance with the Federal and New Jersey Family leave Act.
>
> P3. Approve the attached list of substitutes for the 2014-2015 school year.
>
> P4. Approve the following bus drivers for the Extended School Year program beginning July 1, 2014 – August 7, 2014 at their approved 2014-2015 rate of pay:
>
> - Tracey Arnone
> - Gene Fleming

- Jay Jimenez
- Robin Corrado (as needed)

P5. Approve Robin Corrado, Bus Driver, for an additional hour for preschool busing beginning May 30, 2014 – June 18th, 2014 at her approved 2013-2014 rate of pay.

P6. Rescind motion from April 30, 2014 meeting (P43) *Approve Heather Jean Olla as a substitute Special Education Teacher for Parent Training for Extended School Year Program beginning July 1, 2014 through August 7, 2014 at Step 6, MA at $43.15 per hour on an as needed basis.*

P7. Rescind motion from April 30, 2014 meeting (P20) *Approve Patricia Mauriello as a Special Education Instructional Aide for Elementary/Middle School Extended School Year Program for up to 3 hrs. per day beginning July 1, 2014 through August 7, 2014, Monday through Thursday at Step 3 at$15.24 per hour.*

P8. Approve Diane Fortino as a Special Education Instructional Aide for Elementary/Middle School Extended School Year Program for up to 3 hrs. per day beginning July 1, 2014 through July 30, 2014, Monday through Thursday at Step 1 at $14.65 per hour.

P9. Approve Betty Ann Dhein as a Home Instructor for the 2014-2015 school year beginning August 28, 2014 through June 30, 2015 on an as needed basis at a rate of $39.00 per hour.

P10. Approve Judy Wyckoff as a Home Instructor for the 2014-2015 school year beginning August 28, 2014 through June 30, 2015 on an as needed basis at a rate of $39.00 per hour.

P11. Approve Mary Yakimec as home instructor for the 2014-2015 school year beginning August 28, 2014 through June 30, 2015 on an as needed basis at a rate of $54.70 per hour.

P12. Approve a 2% increase for the Non Bargaining Staff and Bus Drivers previously approved at the May 22, 2014 Board Meeting.

P13. Accept the letter of resignation from Patty Mauriello, Old Turnpike School Secretary, effective June 30, 2014. Her last day will be June 18, 2014.

P14. Approve Allison Warren as a classroom teacher for the 2014-2015 school year from August 25, 2014 through June 30, 2015 at BA Step 1, $53,934.

P15. Accept the resignation of Nancy Sutor, Speech Language Specialist, effective June 30, 2014.

P16. Accept the resignation of Dr. Elizabeth Calamito, Supervisor of Special Services and LDTC, effective August 30, 2014.

P18. Approve one compensatory day for Laura Francis, Marianne Farrell and Kathy Natale to be taken during the 2014-2015 school year with prior approval from the Superintendent.

Motion approved on a unanimous roll call vote.

Committee met and discussed the motions, goals and the CST structure.

FINANCE

Motion made by Mrs. Larsen, seconded by Mr. Regan, to approved F1- F19.

F1. Approve list of bills dated June 26, 2014 in the amount of $1,460,903.70.

F2. Approve submission of the FY 15 IDEA grant.

F3. Approve a donation from Barbara Antonelli of a Hoover Windtunnel II vacuum for use in the Primary Autistic program. Approximate value is $100.

F4. Approve the tax levy schedule for the 2014-15 school year.

F5. Approve placement of student #6233629258 in the Hunterdon County YMCA Summer Recreation Program beginning July 7, 2014 through July 31, 2014 at a tuition rate of $460.00 as per IEP.

F6. Approve placement of student #8648863621 in the Hunterdon County YMCA Summer Recreation Program beginning July 7, 2014 through July 31, 2014 at a tuition rate of $460.00 as per IEP.

F7. Approve placement of student #9018305163 in the Hunterdon County YMCA Summer Recreation Program beginning July 7, 2014 through July 31, 2014 at a tuition rate of $460.00 as per IEP.

F8. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Services for the 2014-2015 School Year beginning August 28, 2014 through June 30, 2015 at an hourly rate of $89.75.

F9. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations for the 2014-2015 School Year beginning August 28, 2014 through June 30, 2015 for evaluations at a rate of $354.50 per evaluation.

F10. Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Services for the 2014-2015 School Year beginning August 28, 2014 through June 30, 2015 at an hourly rate of $89.75.

F11. Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Evaluations for the 2014-2015 School Year beginning August 28, 2014 through June 30, 2015 for evaluations at a rate of $354.50 per evaluation.

F12. Approve entering into contract with Douglass Outreach to provide Consultation to School-Based Applied Behavior Analysis Program for the 2014-2015 School Year beginning August 28, 2014 through June 30, 2015 for up to 100 hours at an hourly rate of $150.00 plus mileage.

F13. Approve entering into contract with Summit Speech School to provide a Teacher of the Deaf and Hard of Hearing for the 2014-2015 School Year beginning August 28, 2014 through June 30, 2015 for up to one hour per month at an hourly rate of $150.00.

F14. Approve entering into contract with Saint Clare's Hospital to provide Home Instruction services for student #6542818998 beginning June 10, 2014 through June 30, 2014 for up to 5 hours per week at a rate of $54.00 per hour.

F15. Approve entering into contract with Hunterdon ESC for Child Study Team Services, Consultant Services, Psychologist, LDT-C, Social Worker on an as needed basis for the 2014-2015 school year.

F16. Approve entering into a contract with Hunterdon ESC for Child Study Team Service Meetings (Planning, Eligibility, IEP,) on an as needed basis for the 2014-2015 school year.

F17. Approve entering into a contract with Hunterdon ESC for Child Study Team Services, evaluations with report on an as needed basis for the 2014-2015 school year.

F18. Approve entering into a contract with Hunterdon ESC for Home Instruction Services on an as needed basis for the 2014-2015 school year.

F19. Approve the 2014-15 medical and prescription benefit renewal as attached.

Motion approved on a unanimous roll call vote with Mr. Presutti abstaining from P19.

Ms. Resnick left the meeting at 9:03 PM.

Motion made by Mrs. Larsen, seconded by Mr. Presutti, to approve F20-F21.

F20. Motion to approve the resolution to transfer current year surplus to reserve.

F21. Motion to approve a withdrawal from capital reserve for the following projects:

- OTS Generator $297,000
- TES security $201,000
- OTS HVAC $147,000
- TES HVAC $ 30,000

Motion approved on a unanimous roll call vote.

CURRICULUM

Motion made by Dr. Schiller, seconded by Mrs. Larsen, to approve item C1.

C1. Approve the adoption of the Calking Writing Units of Study for grades K-6, with supplementation in grades 7 and 8.

Motion approved on a unanimous roll call vote.

TECHNOLOGY

Committee did not meet. Teacher laptops were purchased and received.

FACILITIES

Motion made by Mr. Presutti, seconded by Mrs. Larsen, to approve FA1-FA2.

FA1. Motion to accept donation from Girls on the Run of a "Buddy Bench" for the TES playground, approximate cost $200.

FA2. Motion to approve the TEF mini grant, Play Area Improvement Project, in the amount of $800.

Motion approved on a unanimous voice vote.

COMMUNICATIONS

Ms. Resnick continues to work on the Community Day for spring.

BOARD SECRETARY/TREASURER'S REPORT

Motion made by Mrs. Larsen, seconded by Mr. Presutti, to approve B1-B3.

B1. Board Secretary/Treasurer's Report, Transfers for April 2014.

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 April 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 April 2014 and that as of this date, sufficient funds are available to meet the District's financial obligations for the remainder of the 2013-2014 fiscal year.

Motion approved on a unanimous roll call vote.

SUPERINTENDENT'S REPORT

Motion made by Mr. Presutti, seconded by Mrs. Marelli, to approve items S1-S2.

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

- Grade PreK to West Portal Pumpkin Patch, Asbury, NJ
- Grade PreK to Wittemore Wildlife Sanctuary, Califon, NJ
- Grade PreK to Raritan Valley Community College, Branchburg, NJ

- Grade PreK to KevLar Farm, Hampton, NJ
- Grade PreK to Califon Park, Califon, NJ
- Grade 6 to Camp Mason, Hardwick, NJ
- Grade 6 to Sandy Hook, Sandy Hook, NJ
- Grade 7and 8 (ALA only) to Metropolitan Museum of Art, NY
- Grade 8 to Clinton Middle School, Clinton, NJ
- Grade 8 to Voorhees HS, Glen Gardner, NJ
- Grade 8 to Broadway, New York City, NY
- Grade 8 to Washington DC

S2. Approve the School Bus Emergency Evacuation Drill Report for:
- Old Turnpike School
- Tewksbury Elementary School

Motion approved on a unanimous voice vote.

Ms. Rowland reported that there have not been any HIB investigations for the month of June.

LEGISLATIVE REVIEW

Ms. Laraway reported on legislative updates from NJSBA.

UNFINISHED BUSINESS

The board retreat will be on Monday, June 30, at Mrs. Larsen's house beginning at noon. The agenda was discussed.

Mr. Regan left the meeting at 9:45 PM.

NEW BUSINESS

Motion made by Mr. Presutti, seconded by Mrs. Larsen, approve the annual appointment motions.

1. Appoint Karin Laraway as Board Secretary for the 2014-2015 School Year.

2. Appoint Beverly Kszak custodian of school monies for the 2014-2015 school year.

3. Approve the annual appointment of Hickory Run Family Practice to be the District's Medical Inspector for the 2014-2015 school year.

4. Approve the annual appointment of Chief Thomas Holmes to be the District's Attendance Officer for the 2014-2015 school year.

5. Approve the annual appointment of Bank of America, TD Bank, Team Capital Bank and Beneficial Bank, Peapack Gladstone as the District's Official Depository for the 2014-2015 school year.

6. Approve the annual appointment of the Courier News to be the District's Official Legal Newspaper and the Hunterdon Review and Hunterdon Democrat to be the District's Official Alternate Newspaper for fiscal year 2014-2015.

7. Approve the annual appointment of Jim Miller as the District's Affirmative Action Officer for the 2014-2015 school year.

8. Approve the annual appointment of Karin Laraway, as Investment Officer for the District for the 2014-2015 school year.

9. Designate Matthew Presutti, BOE President, Karin Laraway, Board Secretary, and Beverly Kszak, Treasurer of School Monies to endorse all school warrants from July 1, 2014 to January 2, 2015.

10. Approve all Policies contained in the Policy Manual, which is on file in the Board Office for the 2014-2015 school year.

11. Appoint Karin Laraway as Custodian of Records for the 2014-2015 school year.

12. Approve Karin Laraway as Qualified Purchasing Agent and approve the bid threshold of $36,000 for the 2014-2015 school year.

13. Approve Richard Mupo as Integrated Pest Management Coordinator, Indoor Air Quality Designee, and AHERA Coordinator.

14. Approve the following Tax Shelter Annuity Companies: Fidelity Investments, Vanguard, VALIC, AXA Equitable, Lincoln Financial, Metropolitan Life.

15. Approve all curricula approved during the 2013-2014 school year.

16. Approve the following companies offering disability insurance to district employees: Unum, Colonial and Prudential.

17. Appoint the law firm of Schneck, Price, Smith and King, LLP as the General Counsel with Marc Zitomer, Lead Counsel, for the 2014-2015 school year.

18. Approve NJ School Boards Association Insurance Group as the district insurance carrier for the 2014-2015 school year.

19. Appoint Machado Law Group, LLC as Special Education Council for the 2014-2015 school year.

Motion approved on a unanimous roll call vote.

AUDIENCE

A member of the audience requested that notification be sent out to parents that the district will be purchasing all supplies and that parents will not be purchasing any supplies for the 2014-15 school year.

ADJOURNMENT

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

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway
Board Secretary