TEWKSBURY TOWNSHIP BOARD OF EDUCATION
June 26, 2013

The Regular Meeting of the Tewksbury Township Board of Education was called to order by President, Matthew Presutti, at 7:00 PM in the Library of the Old Turnpike School.

Lori Larsen 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, Mr. Delia, Mrs. Jerkovich, Mrs. Larsen, Mrs. Marelli, Mrs. Pieger, Mr. Presutti, Mr. Regan, Mr. Santoro

ALSO PRESENT: Mrs. Monica Rowland

ABSENT: Karin Laraway, Board Secretary

MINUTES

Motion made by Mr. Presutti, seconded by Mr. Santoro, to approve the May 22, 2013 Regular meeting and executive session minutes.

Motion approved on a unanimous voice vote.

PERSONNEL

Motion to approve P1-P25 minus P24 was made by Mr. Presutti, seconded by Mr. Santoro. Motion to approve P24 after reading a correction to the original motion was made by Mr. Presutti, seconded by Mrs. Larsen

P1. Authorize the Chief School Administrator to hire additional personnel as needed for the 2013-2014 school year.

P2. Approve Betty Ann Dhein as home instructor for the 2013-2014 school year beginning August 26, 2013 through June 30, 2014 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.

P3. Approve Judy Wyckoff as home instructor for the 2013-2014 school year beginning August 26, 2013 through June 30, 2014 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.

P4. Hire for the 2013-2014 school year:

a. Addendum #1- Tenured Teachers per contract
b. Addendum #2 – Aides per contract
c. Addendum #3 – Custodians per contract
d. Addendum #4 – Bus Drivers – 2% increase
e. Addendum #5 – Non-Bargaining Staff – 2% increase
f. Addendum #6 – Administration per contract
g. Addendum #7 – Parent Instructor per contract

P5. Rescind motion from May 22, 2013 meeting (P7): *Approve Tina Hlinka as a Special Education Instructional Aide for Extended School Year Preschool Disabled Program for up to 3 hours per day beginning July 1, 2013, through August 8, 2013, 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.*

P6. Approve Tina Hlinka as a Special Education Instructional Aide for Extended School Year Preschool Disabled Program for up to 5.5 hours per day beginning July 1, 2013, through August 8, 2013, 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.

P7. Approve Heather Olla as a substitute for Extended School Year Program beginning July 1, 2013 through August 8, 2013 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.

P10. Approve Heather Olla as a Special Education Teacher Substitute for Parent Training for Extended School Year Program beginning July 1, 2013 through August 8, 2013 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 plus mileage reimbursement.

P11. Approve Jennifer Burns as a Special Education Teacher for up to 15 hours to attend summer IEP meetings beginning July 1, 2013 through August 23, 2013. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

P12. Approve Gerard Pollastro as a Special Education Teacher for up to 15 hours to attend summer IEP meetings beginning July 1, 2013 through August 23, 2013. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

P13. Approve Megan Verderamo as a Special Education Teacher for up to 15 hours to attend summer IEP meetings beginning July 1, 2013 through August 23, 2013. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

P14. Approve Megan Verderamo as a General Education Teacher for up to 15 hours to attend summer IEP meetings beginning July 1, 2013 through August 23, 2013. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

P15. Approve the following Bus Drivers for the Extended School Year program beginning July 1, 2013 – August 8, 2013 at their approved 2013-2014 rate, number of hours to be determined:

- Jay Jimenez
- Gene Fleming
- Robin Corrado

P16. Approve the following as alternate Bus Drivers for the Extended School Year program beginning July 1, 2013 – August 8, 2013 at their approved 2013-2014 rate.

- Tracey Arnone
- Lorrie Pollack
- Heidi McKee

P17. Accept the resignation of Connie Feinsod as Bullying Coordinator for Tewksbury Township Schools.

P18. Accept the letter of return from Maternity Leave from Katrina Moore, Spanish Teacher, for the 2013-2014 school year.

P19. Approve Lynn Schweichert as a substitute teacher for the 2013-2014 school year.

P20. Approve an adjustment in step and salary from 7 MA+15 to 8 MA +15 for the 2012-13 school year retroactively for Tara Saksa.

P21. Approve the appointment of Michael Ryder as the Old Turnpike School Principal effective August 1, 2013, at a salary of $115,000 prorated.

P22. Approve entering into an agreement with Lisa Schneider as a Curriculum Consultant beginning July 1, 2013 through August 31, 2013 at a per diem rate of $410.

P23. Approve the position of a 10 month full time secretarial position at Tewksbury Elementary School with benefits.

P24. Accept the letter of resignation from Elizabeth Kohan, Kindergarten Teacher, effective July 1, 2013.

Revise motion P24. *Accept the letter of resignation from Elizabeth Kohan, Kindergarten Teacher, effective July 1, 2013* to Accept the letter of retirement from Elizabeth Kohan, Kindergarten Teacher, effective July 1, 2013.

P25. Accept the letter of resignation from Kyle Rehrig, Technology Teacher, effective June 25, 2013.

Motions were passed on unanimous roll call vote.

FINANCE

Motion to approve F1-F21 was made by Mrs. Larsen, seconded by Mr. Regan Motion to approve F22 was made after reading by Mrs. Larsen, seconded by Mr. Regan.

F1. Approve the bills list dated June 26, 2013 in the amount of $1,380,222.78.

F2. Approve placement of student #6542818998 at Hunterdon Learning Center for the 2013-2014 School Year beginning September 3, 2013 through June 30, 2014 at a tuition rate of $234.00 per diem ($42,120) plus transportation.

F3. Approve entering into contract with Douglass Outreach for a FBA for student #1643199654 at a cost of $2,800.

F4. Approve entering into contract with UMDNJ for a Psychiatric Evaluation for student #1643199654 at a cost of $750.

F5. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Services for the school year 2013-2014 beginning August 28, 2013 through June 30, 2014 at an hourly rate of $87.75.

F6. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations for school year 2013-2014 beginning August 28, 2013 through June 30, 2014 for evaluations at a rate of $345.00 per evaluation.

F7. Approve entering into contract with Children's Therapy Services, Inc. for Physical Therapy Services for school year 2013-2014 beginning August 28, 2013 through June 30, 2014 at an hourly rate of $90.00.

F8. Approve entering into contract with Children's Therapy Services, Inc. for Physical Therapy Evaluations for school year 2013-2014 at a rate of $350 per evaluation beginning August 28, 2013 through June 30, 2014 at a rate of $350 per evaluation

F9. Approve entering into contract with Douglass Outreach to provide Consultation to School-Based Applied Behavior Analysis Program for 100 hours at an hourly rate of $150 plus mileage for school year 2013-2014 beginning August 28, 2013 through June 30, 2014.

F10. Approve entering into contract with Summit Speech School to provide a Teacher of the Deaf and Hard of Hearing for 2 hours per month at an hourly rate of $145 for school year beginning August 28, 2013 through June 30, 2014.

F11. Approve entering into contract with Hunterdon ESC for Child Study Team Services, Consultant Services (Psychologist, LDT-C, Social Worker) at the rate of $510/day; $85/hr. on an as needed basis for school year 2013-2014 beginning August 28, 2013 through June 30, 2014.

F12. Approve entering into contract with Hunterdon ESC for Child Study Team Service, Meetings (Planning, Eligibility, IEP, etc.) at the rate of $75 per consultant on an as needed basis for school year 2013-2014 beginning August 28, 2013 through June 30, 2014.

F13. Approve entering into contract with Hunterdon ESC for Child Study Team Services, evaluations with reports in the amount of $380 per evaluation on an as needed basis for school year 2013-2014 beginning August 28, 2013 through June 30, 2014.

F14. Approve entering into contract with Hunterdon ESC for Home Instruction Services at the rate of $45/hr. on an as needed basis for school year August 28, 2013 through June 30, 2014.

F15. Approve the renewal of the medical and prescription premiums for the term of July 1, 2013 through June 30, 2014.

F16. Approve the renewal of the dental premium for the term of July 1, 2013 through June 30, 2015.

F17. Approve travel requests:

C Moran	iPad summer institute	$99.99 + mileage
E Winkler	Back to school managing Behaviors	$111.77 + mileage
P Nuwer	Back to school managing Behaviors	$111.77 + mileage
B Palmer	iPad summer institute	$99.99 + mileage
H Olla	iPad summer institute	$99.99 + mileage
E Winkler	iPad summer institute	$99.99 + mileage
S Tennick	NJ Science conf	$280 + mileage

F18. Approve entering into a Cooperative Pricing Agreement with Middlesex Regional Education Services Commission (MERSC) for the 2013-14 school year.

F19. Approve Maschio's Food Service to provide the food service program for the 2013-2043 school year in the amount of $6,930 management/administrative fee, with a guaranteed break even no cost operation of the district's food service.

F20. Approve the cost of school lunch for the 2013-14 school year as follows:

- Student lunch $2.50
- Adult lunch $3.00
- Reduced lunch $ .40

F21. Approve the appointment of William Colantano as the district auditor for the 2012-13 school year audit at a cost of $16,800.

F22. Approve the resolution to transfer funds into capital reserve and maintenance reserve.

Motions were approved by unanimous roll call vote with Mr. Presutti abstaining on F15. Also discussed was the need to bid out the audit contract in the fall of 2013 for the following year.

CURRICULUM

No motions were put forward. Items discussed at the curriculum meeting included the need to reconcile the core curriculum with the current curriculum, Project Aspire, possible schedule changes and the use of common planning time at OTS.

TECHNOLOGY/FACILITIES

Motion to approve T1 and FA1 to FA3 was made by Mr. Regan and seconded by Mr. Delia. A motion to approve FA4 was made separately by Mr. Regan after reading it and seconded by Mr. Presutti.

T1. Approve Carousel Industries, state/cooperative contract PEPPM2013, for the installation of the OTS wireless system for a total cost of $25,769.18.

FA1. Approve withdrawing the OTS generator project # 19-5180-030-13-2000 for the summer of 2013 from DOE approval cycle, rescinding the bid process and refund fees for bid documents.

FA2. Approve that the Board Architect of Record, SSP Architectural Group, Inc, submit the application to the State of NJ for grant funding for the OTS generator project in accordance with the School Facilities Projects for Regular Operating Districts, P.L. 2008, Chapter 39-fourth allocation of grant funding.

FA3. Approve that the TAA proceed with the exploratory phase of a proposal to install a turf field at OTS at no cost to the district.

FA4. To approve the resolution to award the "New Exterior Stair at Tewksbury Elementary School" project to the lowest bidder, A-Tech Concrete Co., of Edison, NJ.

Motions were approved by unanimous roll call vote. Items discussed in the meeting included having Readington review the IT infrastructure. It was confirmed that the wireless system to be installed will satisfy current as well as anticipated future needs. The potential installation of a turf field would allow for more athletic events to continue when there has been rain that would normally close a field. Additionally, an Ipad Cart and Laptop Cart were purchased with this year's funds.

NEGOTIATIONS

Motions to approve N1 was made by Bob Delia after reading and seconded by Mattthew Presutti.

N1. To approve the resolution which approves the Memorandum of Agreement with the Tewksbury Education Association for the period July 1, 2013 to June 30, 2016, as well as the corresponding salary guide.

Motion was approved by unanimous roll call vote.

The board commended the work of the TEA and the negotiation team on this contract.

POLICY/COMMUNICATIONS

Motion to approve PO1 to PO12 was made by Mrs. Marelli and seconded by Mr. Presutti.

PO1. Approve on second reading, Policy #2431.4 Prevention and Treatment of Sports Related Concussions.

PO2. Approve on second reading, Regulation #2431.4 Prevention and Treatment of Sports Related Concussions.

PO3. Approve on second reading, Policy #2560 Animals in school.

PO4. Approve on second reading, Policy #2622 Pupil Assessment.

PO5. Approve on second reading, Policy #5519 Dating Violence.

PO6. Approve on second reading, Regulation #5519 Dating Violence.

PO7. Approve on second reading, Policy #8461 Reporting Violence and Vandalism.

PO8. Approve on second reading, Regulation #8461 Reporting Violence and Vandalism.

PO9. Approve on first reading, Policy #5120 Assignment of Pupils

PO10. Approve on first reading, Policy #5533 Pupil Smoking

PO11. Approve on first reading, Policy #7434 Smoking in School Buildings and on School Grounds

PO12. Approve on first reading, Policy #7522 School District Provided Technology Devices to Staff Members.

Motions were approved on unanimous voice vote.

BOARD SECRETARY/TREASURER'S REPORT

Motion to approve B1 to B3 was made by Mrs. Larsen and seconded by Mr. Santoro.

B1. Board Secretary/Treasurer's Report, Transfers for April and May 2013

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 April and May 2013 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 or May 2013 and that as of this date, sufficient funds are available to meet the District's financial obligations for the remainder of the 2012-2013 fiscal year.

The motions were approved by unanimous roll call vote.

SUPERINTENDENT'S REPORT

Motion to approve S1 to S3 was made by Mr. Presutti and seconded by Mr. Regan

S1. Approve the following class trips for the 2012-2013 school year:
- 8th Grade to Ridgedale Middle School, Florham Park, NJ

S2. Approve the following class trips for the 2013-2014 school year:
- Grades 6, 7 and 8 Concert Band, Strings, Chorus to Dorney Park Music Festival, Allentown, PA
- Grade PreK to Whittemore Wildlife Sanctuary, Oldwick, NJ
- Grade 6 to Camden Aquarium, Camden, NJ
- Grade 6 to Camp Mason, Hardwick, NJ

- Grade 8 to Clinton Twp Middle School, Clinton NJ
- Grade 8 to Voorhees HS, Glen Gardner, NJ
- Grade 8 to Washington DC
- Grade 8 to Shubert Theater, New York City, NY
- Grade 8 to Spain 92, Raritan, NJ

S3. Approve the School Bus Emergency Evacuation Drill Report for:

- Old Turnpike School
- Tewksbury Elementary School

Motions were approved on unanimous voice vote.

LEGISLATIVE REVIEW
UNFINISHED BUSINESS

NEW BUSINESS

Motion to approve 1 through 10 were made by Mr. Presutti after reading and seconded by Mr. Regan. Motion to approve 11 through 18 was made by Mrs. Larsen after reading and seconded by Mr. Presutti

1. Appoint Karin Laraway as Board Secretary for the 2013-2014 School Year.

2. Appoint Beverly Kszak custodian of school monies for the 2013-2014 school year.

3. Approve the annual appointment of Hickory Run Family Practice to be the District's Medical Inspector for the 2013-2014 school year.

4. Approve the annual appointment of Chief Thomas Holmes to be the District's Attendance Officer for the 2013-2014 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 2013-2014 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 2013-2014.

7. Approve the annual appointment of Jim Miller as the District's Affirmative Action Officer for the 2013-2014 school year.

8. Approve the annual appointment of Karin Laraway, as Investment Officer for the District for the 2013-2014 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, 2013 to January 2, 2014.

10. Approve all Policies contained in the Policy Manual, which is on file in the Board Office for the 2013-2014 school year.

11. Appoint Karin Laraway as Custodian of Records for the 2013-2014 school year.

12. Approve Karin Laraway as Qualified Purchasing Agent and approve the bid threshold of $36,000 for the 2013-2014 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 2012-2013 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 Board Attorney with Marc Zitomer, Lead Counsel, for the 2013-2014 school year.

18. Approve NJ School Boards Association Insurance Group as the district insurance carrier the 2013-14 school year.

Motions were approved by unanimous roll call vote.

AUDIENCE

Mrs. Bishoff requested a response from the BOE to her letter, expressed concern about the use of movies in class, requested a policy review of movies in class, and expressed concern about the appropriate level of Study Island used for each grade (ie 5th grade using 4th grade material).

BOARD OF EDUCATION GOALS

A motion to change the next Regular Meeting of the Tewksbury Township Board of Education from August 28th to August 21st at 7:00PM was made by Mrs. Larsen seconded by Mr. Presutti.

The motion was approved by voice vote with Mrs. Marelli opposing the change.

ADJOURNMENT

Motion was made by Mr. Presutti seconded by Mr. Santoro to go into executive session for 20 minutes to discuss pending legal charges and a student matter. The time was 8:30PM.

Motion approved on a unanimous voice vote.

Lori Larsen read the Sunshine Law.

Motion made by Mr. Presutti, seconded by Mrs. Larsen, to return to the regular meeting. The Time was 9:20 PM.

Motion approved on a unanimous voice vote.

Motion made by Mr. Presutti, seconded by Mrs. Larsen, to adjourn the regular meeting. The time was 9:21 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,
Lori Larsen
Vice President