Minutes 2/29/12

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
February 29, 2012

The Regular Meeting of the Tewksbury Township Board of Education was called to order by President, John Santoro, at 7:00 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. Brakewood, Mr. Delia (arrived at 7:20 PM), Mrs. Larsen, Mrs. Marelli, Mr. Presutti, Mr. Regan, Mr. Santoro, Mrs. Sernas (arrived at 7:12 PM), Mrs. Thorp

ALSO PRESENT: Dr. James Gamble, Interim Superintendent/CSA
Karin Laraway, Board Secretary

PRESENTATION

Dr. Gamble congratulated Emma Mistele and Annaliese Sander as the OTS Spelling Bee winners and presented each with a thesaurus.

Dr. Gamble presented the 2012-13 Preliminary Budget.

Motion made by Mrs. Larsen, seconded by Mr. Presutti, to approve the resolution to adopt the 2012-13 tentative budget to be submitted to the Executive County Superintendent.

Motion approved on a unanimous roll call vote.

Ms. Josephine Gallagher spoke to the Board of Education about her Gold Award Project.

Motion made by Mrs. Sernas, seconded by Mr. Presutti, to approve the use of OTS fields for Josephine Gallagher's Gold Award Project-Introduction Field Hockey Clinic for grades 3-5, Tentatively scheduled for May 21, 22, 23 and 24.

Motion approved on a unanimous voice vote.

APPROVAL OF MINUTES

Motion made by Mr. Santoro, seconded by Mrs. Thorp, to approve the January 25, 2012 Regular Meeting and Executive Session minutes.

Motion approved on a unanimous voice vote.

AUDIENCE

None at this time.

PERSONNEL

Motion made by Mr. Presutti, seconded by Mrs. Brakewood, to approve P1-P6.

P1. Approve the employment of Alyssa Schatzman as a part time Instructional Aide for the 2011-2012 school year beginning March 1, 2012 at Step 1, $14.65 per hour for 5 hours per day.

P2. Approve the employment of Jeff Gora as a substitute nurse for the 2011-2012 school year pending Criminal History Review and Substitute Certificate.

P3. Approve the employment of Kathleen Oswald, Lisa Fenton and Norma Whaley as substitute teachers for the 2011-2012 school year pending Criminal History Review and Substitute Certificate.

P4. Approve Lori Burr's request for Family Leave beginning January 23 through April 13, 2012.

P5. Approve Kelly Cullen for one additional hour per day beginning February 10, 2012 through June 30, 2012 at $47.66 per hour.

P6. Approve the following staff members who have applied for the 2011-2012 school year honoraria positions:

Spring 2012 Athletic Honoraria

Head Baseball Coach
- Tim Davis

Assistant Baseball Coach
- Joel Barrett

Head Softball Coach
- Patty Aanonsen

Assistant Softball Coach
- Brittany Elder

Head Boys Lacrosse Coach

- Dave Raposo

Assistant Boys Lacrosse Coach

- John Preston

Head Girls Lacrosse Coach

- Darcy Harp

Assistant Girls Lacrosse Coach

- Nancy Carle

Head Track Coach

- Jeanette Pill

Assistant Track Coach or Coaches (on as needed basis based on student participation)

- Catherine Dusault

Non Athletic Honoraria

School Professional Development Committee (not to exceed 5 hours)
OTS (2) – Ed Doerr
TES (2) – Jackie Foldesy, Krista Novello

Local Professional Development Committee (not to exceed 5 hours)
OTS (1)
TES (1) – Krista Novello

Local Professional Development Committee Chair (not to exceed 30 hours)

- Joan Condren

Motion approved on a unanimous roll call vote.

Teacher evaluation process was discussed at the committee meeting.

FINANCE

Motion made by Mrs. Larsen, seconded by Mrs. Thorp, to approve items F1-F10.

F1. Approve the list of bills dated February 29, 2012 in the amount of $ 1,498,961.07.

F2. Approve Jessica Cohen, Behaviorist, for Functional Behavior Assessment for student #6542818998 at a cost of $1,265.00.

F3. Approve UMDNJ/RWJMS for Psychiatric Evaluation for student #6542818998 at a cost of $750.

F4. Approve The ARC of Hunterdon County to provide services for student #5152116652 two times per week at a rate of $45 per session beginning December 19, 2011 through June 30, 2012.

F5. Approve Revolution New Jersey, Inc. for Vocational Assessment for student #5152116652 in the amount of $1,400.

F6. Approve New York University Child Study Center for Neuropsychological Evaluation for student #5152116652 in the amount of $2,200.

F7. Approve travel requests:

D Decker	Functional Analysis & Treatment Severe Behavior Disorders	$335 + mileage
K Morrow	First Grade Forum	$125 + Mileage
J Foldesy	First Grade Forum	$125
M Regan	First Grade Forum	$125
S Stecker	No More Meltdowns-strategies	$90 + mileage
N Sutor	No more meltdowns – strategies	$25 + mileage
C Feinsod	Natl Assoc Social Workers	$340 + mileage
A Russell	NJAGC conference	$199 + mileage
Bus Drivers	STS Annual Driver Training	$490

F8. Motion to approve resolution – Salary reduction plan – S125.

F9. Approve the Comprehensive Annual Financial Report (CAFR) for fiscal year ending June 30, 2011.

F10. Approve the audit recommendations and corrective action plan as stated below:

- Administrative practice procedures – no action required
- Financial planning, accounting and reporting treasurer's records – no action required
- School purchasing program – no action required
- Student food service – no action required
- Application of School State Aid – no action required
- Pupil transportation – no action required
- Facilities and capital assets – no action required
- Miscellaneous – no action required
- Prior year finds – no action required

Motion approved on a unanimous roll call vote.

Motion made by Mrs. Marelli, seconded by Mr. Presutti, to approve F11.

F11. Approve Travel Requests:

L Taylor	Rutgers Reading and Writing conference	$150
D McKenna	Rutgers Reading and Writing conference	$150+ mileage

Motion approved on a unanimous roll call vote.

CURRICULUM

Items discussed at the committee meeting were the 2012-13 calendar, curriculum development, world language and scheduling.

FACILITIES

Items discussed at the committee meeting were the referendum projects completion, OTS landscaping, OTS water issue. Dr. Gamble also stated that the district is looking into radon testing for both schools.

NEGOTIATIONS

The administrator's contract will be on the agenda for BOE ratification in March.

POLICY

Motion made by Mrs. Thorp, seconded by Mrs. Marelli, to approve items PO1-PO11.

PO1. Approve on second reading, Policy #8420 Emergency and Crisis Situations

PO2. Approve on second reading, Regulation #8420 Emergency and Non-Fire Evacuation Plan

PO3. Approve on second reading, Regulation #8420.2 Bomb Threat

PO4. Approve on second reading, Regulation #8420.7 Lockdown Procedures

PO5. Approve on second reading, Regulation #8420.10 Active Shooter

PO6. Approve on first reading, Policy #8220 School Day

PO7. Approve on first reading, Regulation #8220 School Closings

PO8. Approve on first reading, Policy #0142 Board Member Qualifications, Prohibited Acts, and Code of Ethics

PO9. Approve on first reading, Policy #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries

PO10. Approve on first reading, Regulation #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries

PO11. Approve on first reading, Policy #6220 Budget Preparation

Motion approved on a unanimous voice vote.

There was BOE discussion about concussions and the policy. Items discussed at the committee Included the motions.

TECHNOLOGY

Items discussed at the committee were the mail server upgrade, technology software and hardware, teacher websites, and the shared service agreement with Readington Township.

SEARCH /COMMUNICATIONS

Items discussed at the committee meeting were the superintendent search which will be resurrected in May, to have the search committee be a committee of the whole, and to have a separate communications committee and a separate search committee.

BOARD SECRETARY/TREASURER'S REPORT

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

B1. Board Secretary/Treasurer's Report, Transfers for November 2011 and December 2011.

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 November 2011 and December 2011 are 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 November 2011 and December 2011 and that as of this date, sufficient funds are available to meet the District's financial obligations for the remainder of the 2011-2012 fiscal year.

Motion approved on a unanimous roll call vote.

SUPERINTENDENT'S REPORT

Motion made by Mr. Santoro, seconded by Mr. Regan, to approve S1.

S1. Approve the following class trips for the 2011-2012 school year:

- Grade PreK to Kev Laur Farm, Hampton NJ
- Grade Kdg to Clinton Post Office, Clinton NJ
- Grades 7 and 8 to Film Festival, Clinton Twp Middle School, Clinton NJ
- Grade Kdg to Tewksbury Police Dept, Califon, NJ
- Grade 4 to The Franklin Mineral Mine, Franklin NJ
- Grades 5 and 6 to Reading Olympics, Holland Twp School, Milford NJ
- Grade Kdg to Cooper Mill, Chester NJ
- Grades 7 and 8 to Battle of the Books, Holland Twp School, Milford, NJ

Motion approved on a unanimous voice vote.

Motion made by Mr. Santoro, seconded by Mrs. Thorp, to approve S2.

S2. Discuss and approve the 2012-2013 school calendar

Motion approved on a unanimous voice vote.

HIB Incident Report-Dr. Gamble reported that there was a bus incident with multiple students involved, however, the incident was not considered official bullying.

There was BOE discussion about bullying and programs offered at the schools.

LEGISLATIVE REVIEW

It has been determined that the state HIB mandates are unfunded. The state is considering amending the mandate with or without funding.

UNFINISHED BUSINESS

The superintendent will complete the CSA evaluation and the BOE members will be contacted so that they can complete the BOE required sections of the evaluation.

NEW BUSINESS

There was BOE discussion regarding professional services and a schedule to send out RFP's.

AUDIENCE

None at this time.

Motion made by Mr. Santoro, seconded by Mrs. Thorp, to adjourn to executive session for approximately 10 minutes to discuss building security. The time was 9:35 PM.

Motion approved on a unanimous voice vote.

Mrs. Laraway read the Sunshine Law.

Motion made by Mr. Santoro, seconded by Mrs. Thorp, to return to the regular meeting. The Time was 9:50 PM.

Motion approved on a unanimous voice vote.

ADJOURNMENT

Motion made by Mr. Santoro, seconded by Mrs. Thorp to adjourn the meeting. The time was 9:50 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway
Board Secretary