

Minutes January 25, 2018

TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
Regular Board Meeting, January 25, 2018

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:04 p.m. in the Library of the Old Turnpike School.

Joanne Black 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, the Hunterdon Democrat, the Hunterdon Review 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. Ackerman, Mrs. Bartels, Mrs. Frank (arrived 7:15), Mrs. Geoffrion, Mrs. Johnson, Mr. Mulroony, Mr. Thorp, Mrs. Pettegrove (arrived at 7:08)

**ABSENT:** Mrs. Jenkins

**ALSO PRESENT:** Dr. Roseann Humphrey-Interim Superintendent, Mrs. Joanne Black-Business Administrator

**PRESENTATION:** None.

**CORRESPONDENCE:** A letter was received from a community member regarding the upkeep of the Donald J. Miller memorial on the grounds of Old Turnpike School. Mrs. Bartels will contact the Boy Scouts to see if a Scout would be interested in updating the memorial area as an Eagle Scout project.

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following minutes:

- December 7, 2017 Committee of the Whole Meeting
- December 21, 2017 Regular Board Meeting

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

**CURRICULUM:** Ms. Lisa Schneider will present a curriculum update at the next Committee of the Whole meeting.

**POLICY:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Bartels to approve the following policies on first reading:

- 1250 Visitors
- 2130 Principal Evaluation
- 5131.1 Harassment, Intimidation and Bullying

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

Mrs. Frank entered the meeting. The time was 7:15 p.m.

**FINANCE:** Motion was made by Mrs. Pettegrove and seconded by Mr. Mulroony to approve the following:

**Motion to approve the following:**

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of November 30, 2017, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district’s Board of Education.

\_\_\_\_\_

Board Secretary

\_\_\_\_\_

Date

**CERTIFICATION OF FUNDS**

Motion to certify that, pursuant to N.J.A.C. 6A-23A-16.10(c)(4), after review of the secretary’s monthly financial report (appropriations section) for November 30, 2017, and upon proper consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A-23A-16.10(c)(4) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Accept the Board Secretary’s Report and the Cash Account Reconciliation Report for month ending November 30, 2017.

Approve the attached list of transfers.

Approve the list of bills dated January 25, 2018 in the amount of \$1,221,203.73.

Approve the following workshops for the 2017-2018 school year.

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Camille Bristow Regina DeStefano Stephen Strange  L. Schneider A. DeMarco (teacher)	1/30/18	\$625.00 one time fee for school year for 3 teachers + Administrator	-0-	yes	RVCC NGSS Science Institute-Construction Explanations & Arguments for Natural Phenomena

Lori Nichols	1/30/18	\$125.00	-0-	yes	RVCC NGSS Science Institute-Construction Explanations & Arguments for Natural Phenomena
Susan Stecker	2/1/18	\$115.00	-0-	yes	Restraint Training: Strategies for Crisis Intervention & Prevention-Morris Union Jointure Commission
Krista Kovalsky	2/1/18	\$115.00	-0-	yes	Restraint Training: Strategies for Crisis Intervention & Prevention-Morris Union Jointure Commission
Susan Stecker	3/26/18	\$239.00	-0-	yes	Therapy Strategies to Increase Your Effectiveness as an SLP-Bureau of Education & Research
Cynthia Weiss	1/22/18	\$199.00	-0-	yes	FMLA Compliance Update, Morristown, NJ
Megan Verderamo	1/16/18 2/26/18 3/14/18	\$447.00	-0-	yes	NJ Tiered System of Support -Foundation for Educational Administration
Janet Wadler	1/29/18	\$45.00	-0-	yes	Artists for Art's Sake, Hunterdon Art Museum
Keith Csolak	2/22/18 - 2/24/18	\$200.00	-0-	yes	NJMEA Music Conference, East Brunswick, NJ

Approve the filing of a waiver request to exempt the Tewksbury Township Board of Education's 2018-2019 participation in the Special Education Medicaid Initiative (SEMI) due to the fact that the DOE projects an enrollment of less than 40 Medicaid eligible students and the estimated revenue projection would provide no cost benefit to the district.

District Projected Revenue \$1626.90

4 projected student count

Approve the following fundraising events for the 2017-2018 school year

Name/Description of Fundraiser	Date	Advisors	# of Chaperones
Hoops for Hospice Faculty/Student Basketball Game After School to raise funds for Hunterdon Hospice	2/23/18	Patty Jennings	0 All teachers volunteer their time
Otis Spunkmeyer Cookie Dough Sale to benefit 8th Grade Washington D.C. trip	2/1/18- 2/28/18	Dee Krowl Bonnie Mendralla	0

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

Mrs. Geoffrion suggested to do a more community-involved fundraiser. A shredder service was suggested. Mrs. Bartels would like to see a report on the fundraisers and the net proceeds.

**TECHNOLOGY:** Dr. Humphrey reported that three students did not return their paperwork for the Chromebooks. Mr. Belske will present a technology update at the February 22nd meeting.

**FACILITIES:** A site visit from the Office of School Preparedness was discussed as well as the Ahera Environmental January 3, 2018 Indoor Air Quality Report for OTS and TES. Test results were good and the reports are posted on the school website.

Motion was made by Mrs. Pettegrove and seconded by Mrs. Bartels to approve the following:

Approve the following organizations to use the school facilities through January 31, 2018.  
Documentation is available in the Board of Education office.

- Board Of Education
- Boy Scouts of America
- Girl Scouts Heart of New Jersey
- Hunterdon County YMCA
- Morris County Arts Workshop
- Odyssey of the Mind
- Tewksbury Athletic Association
- Tewksbury Education Foundation
- Tewksbury Family Assistance Fund

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

**OTHER:** The Board was reminded that the 2017 Financial and Personal Disclosure Form needs to be completed by Board Members. Due to a conflict with the 8th Grade play, moving the March 8, 2018 Board Meeting date to March 7, 2018 was discussed and agreed upon. Mrs. Pettegrove requested feedback on moving to a committee structure- board members would be on committees rather than a committee of the whole structure. Perhaps Mrs. Thornton from NJSBA could provide the BOE with additional information regarding board structure. Mrs. Bartels discussed the articulation meeting with Voorhees and North Hunterdon. She mentioned that a community member stated that Tewksbury had a low turnout but overall there was a good discussion. Mrs. Pettegrove will look into the vending machine status at OTS for use during extracurricular activities.

Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following:

Approve the attached Resolution #19-2018 which was adopted by the Tewksbury Township Committee on January 2, 2018, appointing Dr. Roseann Humphrey as one of the members of the Emergency Management Council.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

**SUPERINTENDENT'S REPORT:** There were no HIB incidents to report for the month of January, 2018. The Tewksbury Education Foundation has expanded the wellness program offered to the school

district. Dr. Humphrey reviewed the items discussed with the wellness committee. Dr. Humphrey mentioned that there are several structure scenarios for the next school year. It would be an educational decision and support from the community and the Board would be needed for a structure change. A District Evaluation Advisory Committee is needed per state regulations and Mr. Kevin Mulroony volunteered to be the BOE representative.

**UNFINISHED BUSINESS:** Mr. Mulroony asked about status of the the drug awareness speaker and Dr. Humphrey stated that the Ms. Schneider has been contacting sources to find a speaker.

**AUDIENCE:** Ms. Carolyn Thow suggested using conference calls for committee meetings if the BOE decided to change the format from Committee of the Whole structure.

**EXECUTIVE SESSION:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Geoffrion to enter Executive Session. The time was 8:10 p.m.

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 personnel and legal matters 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. Action may be taken.

Final Resolution: Motion carried.

Regular session resumed at 8:35 p.m.

**PERSONNEL:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Bartels to approve the following:

Approve the following honoraria positions for the 2017-2018 school year:

Advisor/Coach	Honoraria Position	Compensation
Joel Barrett	Head Baseball Coach	\$4,401.00
Ed Doerr	Assistant Baseball Coach	\$3,046.00
Tom Lobb	Head Boys Lacrosse Coach	\$4,401.00
Mike Fortino	Assistant Boys Lacrosse Coach	\$3,046.00
Darcy Harp	Head Girls Lacrosse Coach	\$4,401.00
Nicole Dickinson	Assistant Girls Lacrosse Coach	\$3,046.00
Patty Jennings	Head Softball Coach	\$4,401.00
Heather Jean Olla	Assistant Softball Coach	\$3,721.00
Ryan Lagomarsino	Head Track and Field Coach	\$3,554.00
Cathy Zisk	Assistant Track and Field Coach ( #1 dependent upon participation)	\$3,721.00

The below honoraria request will be reviewed and approved at a later meeting if the numbers warrant an additional coach.

Peter Berg	Assistant Track and Field Coach ( #2 dependent upon participation)	\$3,721.00
------------	---	------------

Resolved that the Board of Education accept the letter of resignation due to retirement of employee #6307, effective immediately: and

Be it further resolved that the Board shall pay the employee's health benefit costs through February 28, 2018 and forego his debt in the amount of \$2,423.53 to the District, subject to the employee providing the Board with a Release to be prepared by Board counsel.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

**FINANCE**

Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following:

Approve the following fundraising events for the 2017-2018 school year

Name/Description of Fundraiser	Date	Advisors	# of Chaperones
Student Council will sell hearts during lunchtime at \$5.00 each. Hearts will be displayed on bulletin board outside of OTS office with buyers name. Proceeds to: St. Jude's Children's Hospital	2/1-2/28	Bonnie Mendralla Dee Krowl	0

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

**OTHER**

Motion was made by Mrs. Pettegrove and seconded by Mrs. Bartels to approve the following:

Approve to change the date of the March 8, 2018 Board Meeting due to the conflict with the opening night of the 8th Grade Play. New Board Meeting date will be March 7, 2018.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Krista Geoffrion, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Mrs. Jenkins

**ADJOURNMENT:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Bartels to adjourn the meeting. The time was 8:50 p.m.

Final Resolution: Motion carried.

Respectfully submitted,

Joanne Black  
Board Secretary