

Minutes July 27, 2017
TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Board Meeting
July 27, 2017

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:07 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, Mrs. Geoffrion, Mrs. Jenkins(arrived 8:24), Mrs. Pettegrove, Mr. Thorp, Mrs. Larsen

ABSENT: Mr. Mulroony

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

SUPERINTENDENT'S REPORT:

Dr. Roseann Humphrey introduced herself and then introduced Dr. Gene Polles, the new interim principal). There were no HIB/Suspensions to report.

PRESENTATION:

Ms. Lisa Schneider then provided the BOE and the public with an overview of curriculum changes.

CORRESPONDENCE:

A letter was received from a Tewksbury School District parent.

PUBLIC COMMENT:

K. Schaub read a letter to the BOE regarding the Kindergarten program. A.Kuvis inquired as to how the decision regarding the change in the presence of aides in the classroom was made. M. Wagenspack stated that she is concerned that some children need extra support. L. Gentile expressed her concern and the advantages of having aides in the classroom. M. Farrell read a letter to the BOE and asked that they take into consideration the consistency of coverage in the classroom. V. D'Alessio requested that the BOE consider keeping her position as a full time position. A. Isolde stated she is concerned about the change in the use of aides. B. Harkens hopes that the BOE consider feedback when making decisions. L. Wellbrock is concerned about the communication and would like clarification on the use of aides in general and how the district meets special needs. K. Hoffman expressed concern about the number of students in the 1st grade classes. J. Holland asked that the BOE reconsider budgets and look at staffing.

Dr. Humphrey explained that the BOE would discuss in closed session and will vote tonight. She expressed that an IEP or large number of students in class would justify the need for aides.

She is looking to improve communications going forward by setting up meetings.

INTERVIEWS OF ATTORNEYS:

The BOE interviewed representatives from the following law firms that had responded to the request for proposal for attorneys:

Sciarillo, Cornell, Swartz, Simon & Edelstein & Celso, Machado Law Group, Parker McKay, Inglesino, Webster Wyciskala & Taylor, Purcell Mulcahy & Flanagan, Schenck, Price, Smith & King

Mrs. Geoffrion exited the meeting.

Motion was made by L. Larson and seconded by K. Jenkins to move to public comment.

Motion carried.

CORRESPONDENCE

Mr. and Mrs. Peacock were present and Mr. Peacock addressed the BOE and requested that the BOE pay tuition for the out of district placement for their child.

APPROVAL OF MINUTES:

Motion was made by Ms. Larsen and seconded by Mrs. Jenkins to approve the following minutes:

Approval of Minutes - June 8, 2017 Committee of the Whole Meeting

Approval of Minutes - June 8, 2017 Executive Session

Approval of Minutes- June 13, 2017 Board Retreat

Approval of Minutes - June 22, 2017 Executive Session

Motion carried.

June 22, 2017 minutes tabled. Mrs. Jenkins would like the minutes to reflect that she had specifically requested data from M. Verderamo.

CURRICULUM:

Motion was made by Ms. Larsen and seconded by Mrs. Bartels to approve the following field trips for the 2017-2018 school year:

Grade	Destination	Date (Approximate Month/Year)	Approximate Cost Per Student (cost of attendance not paid by district)
Pre-K	Whittemore Wildlife Sanctuary	September, 2017	\$7.00 Donation
Pre-K	West Portal Pumpkin Patch	October, 2017	\$10.00
Pre-K	Raritan Valley Planetarium	March, 2018	\$10.00
Pre-K	Whittemore Wildlife Sanctuary	May, 2018	\$7.00 Donation
Pre-K	Ort Farm	May, 2018	\$6.00
Pre-K	Califon Park	June, 2018	\$0.00
K	Melick's Farm	Sept./Oct., 2017	\$0.00

K	Tewksbury Rescue & Police Station	Spring 2018	\$0.00
K	Oldwick Library	Spring 2018	\$0.00
K	Frelinghuysen Arboretum	Spring 2018	\$10.00
K	Fosterfield's Farm	Spring 2018	\$10.00
1	Raritan Valley C.C. Theatre	Winter 2018	\$9.00
1	Raritan Valley C.C. Theatre	Spring 2018	\$9.00
2	Teetertown Park	May/June 2018	\$3.00
2	Sandy Hook	May/June 2018	\$12.00
4	Delaware River floating Steamboat Classroom, Lambertville, NJ	Sept./Oct. 2017	\$25.00
4	Raritan Valley C.C. Theatre (1 or 2 visits)	Winter 2018	\$7.00-\$10.00
4	Franklin Mineral Mine	April/May 2018	\$9.00
4	Old Turnpike School	May/June 2018	\$0.00
5	Bronx Zoo	October 20, 2017	\$61.00
6	Camp Mason	March 2018	\$215.00
7	Philadelphia	May 2018	\$80.00
7	Clinton Township Middle School-Dr. Julie Taylor - Body Image/Social Media	October 31, 2017	\$0.00 (received grant from TEF)
8	Clinton Township Middle School-Michael Fowlin Presentation	October 6, 2017	\$0.00
8	NYC - Broadway Show	November 2017	\$50.00
8	Voorhees H.S. - scheduling	January 2018	\$0.00
8	Peer Leadership Conference, Long Branch, NJ	February 2018	\$50.00
8	Washington D.C.	May/June 2018	\$100.00-\$200.00 (depending on fundraising)
5-8	OTS Field Hockey Team Trip to Voorhees High School	Sept./Oct. 2018	\$0.00
5-6	Holland Township Reading Olympics	Mar./Apr. 2018	\$5.00

7-8	Readington Middle School Battle of the Books	Mar./Apr. 2018	\$5.00
-----	---	----------------	--------

Motion carried on a roll call vote.

Mrs. Geoffrion returned to meeting.

POLICY:

Motion was made by Mrs. Jenkins and seconded by Mrs. Larsen to approve the following:

Approve the following policies on second reading:

- 6171.4 E Procedural Statement
- 6171.4 Special Education

Motion carried on a roll call vote.

Motion was made by Mrs Jenkins and seconded by Mrs. Larsen to approve the following:

Approve the following policies on first reading:

- 1330 Use of School Facilities
- 6145.8 Extracurricular Athletics
- 5136 Fundraising Activities

Motion carried on a roll call vote.

FINANCE:

There has been an increase in state aid of approximately \$11,200. The school auditor Ardito & Co. will commence the 16-17 school year audit on September 12th, 2017

Motion was made by Mrs Larsen and seconded by Mrs. Jenkins to approve the following:

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of May 31, 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 May 31, 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.

Motion to approve the following:

Accept the Board Secretary’s Report and the Cash Account Reconciliation Report for month ending May 31, 2017.

Approve the attached list of transfers.

Approve the list of bills dated June 30, 2017 in the amount of \$232,073.63.

Approve the list of bills dated July 27, 2017 in the amount of \$911,766.32.

Rescind the June 22, 2017 motion to approve NJSIG as the district’s insurance carrier for the 2017-18 school year.

Approve SAIF (School Alliance Insurance Fund) as the district’s insurance carrier for the 2017-2018 school year.

Accept the 2016-2017 Extraordinary Aid (EXAID) in the amount of \$50,330.00.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Kelly Cullen	10/18/17	\$175.00	-0-	yes	NJAAP School Health Conference
Judi Piccolo-Torsky	10/18/17	\$175.00	-0-	yes	NJAAP School Health Conference
Yahna Fiscarelli	10/27/17	\$180.00	-0-	yes	Rutgers Reading & Writing Conference
Heather Olla	8/7/17-8/11/17	\$300.00	-0-	yes	RVCC Summer Science Institute
Lori Nichols	7/24/17-7/28/17	\$300.00	-0-	yes	RVCC Summer Science Institute
Kristen Rinehart	10/20/17	\$235.00	-0-	yes	Tech and Learning Live

Motion carried on a roll call vote.

TECHNOLOGY:

Dr. Humphrey reviewed the 1:1 initiative with the BOE.

FACILITIES:

Mrs. Black reviewed the status of the softball field improvements, summer projects and the water testing compliance.

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to approve the following:

Approve the payment of \$1,248.00 for the purchase of Beam Clay lite Infield Mix for the improvement of the softball field at the Old Turnpike School pending approval by the architect and Tewksbury Township, if

necessary. This represents 1/3 of the total cost of the amount of \$3,744.00. Note that \$1,248.00 will be contributed by the TAA and \$1,248.00 will be contributed by the PTA.

Motion to approve the disposal of obsolete inventory/items as per attached list. Items will be posted on Gov Deals.com.

Motion carried on a roll call vote.

The motion to accept the donation of infield mix for the Old Turnpike School softball field in the amount of \$1,248.00 each from both the TAA and PTA was tabled.

COMMUNICATIONS:

On June 29, 2017 former Governor Christie Todd Whitman visited the Voorhees Stars 12U Girls Softball Team, a Tewksbury-based softball program that plays home games at Old Turnpike School. The Governor spoke to the girls about female leadership and engaged in a question and answer session. A picture and article appeared in the Hunterdon Democrat on July 9, 2017.

K. Jenkins will prepare a letter regarding the role of the BOE in the community for release at the start of school.

OTHER:

The annual School Board Election will be Tuesday, November 7, 2017. The petition for school board candidates is due to the County Clerk's office by Monday, July 31, 2017 no later than 4:00 pm. Job descriptions for the 8th Grade Overnight Trip Coordinator, 8th Grade Class Advisor and Outdoor Education Coordinator are being reviewed.

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

Submit the Attainment Report for Superintendent (M. Rowland) Goal #2 2016-2017 to the Hunterdon County Superintendent's Office for approval.

Motion carried on a roll call vote.

Ms. Jenkins requested Ms. Schneider present an overview and trend analysis of the district testing.

NEW BUSINESS:

The BOE is supportive of continuing discussions regarding North Hunterdon-Voorhees Sending District Roundtable/Feasibility Study.
The revised school calendar for 2017-2018 school year was also discussed.

MISCELLANEOUS APPROVALS:

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

Approve the revised School Calendar for 2017-2018 school year.

Approve Phoenix Advisors, LLC as the Municipal Advisor for the 2017-2018 school year.

Motion carried on a roll call vote.

AUDIENCE:

J. Flood requested that the BOE take time and keep the children in mind.

EXECUTIVE SESSION:

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to enter Executive Session. The time was 11:10 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 matters for approximately thirty 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.

Resumed public session at 12:46 a.m.

PERSONNEL:

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

At the recommendation of the Superintendent, approve to hire Dr. Gene Polles as Interim Principal for the 2017-2018 School Year beginning approximately August 1, 2017 through June 30, 2018 at a per diem rate of \$500.00 per day, pending criminal history review.

At the recommendation of the Superintendent, approve to hire Julieann Picardo as an Elementary School Teacher (part time - 55%) beginning August 28, 2017 through June 30, 2018 at Step 3 BA at a salary of \$30,356.00.

At the recommendation of the Superintendent, approve to hire Kimberly Ann Borin as a substitute teacher for the 2017-2018 school year, pending criminal history review.

Accept the letter of resignation, with regret, from Debbie Ernst, elementary school Spanish Teacher effective June 30, 2017.

At the recommendation of the Superintendent, approve Judy Wyckoff as a Home Instruction Teacher for the 2017-2018 school year beginning August 31, 2017 through June 30, 2018 on an as needed basis at \$39.00 per hour plus mileage.

At the recommendation of the Superintendent, approve Rebecca Chapman as a Home Instruction Teacher for the 2017-2018 school year beginning August 31, 2017 through June 30, 2018 on an as needed basis at Step 10 MA+15 at \$50.39 per hour plus mileage.

At the recommendation of the Superintendent, approve Heather Olla as a Home Instruction Teacher for the 2017-2018 school year beginning August 31, 2017 through June 30, 2018 on an as needed basis at Step 9 MA+15 at \$48.74 per hour plus mileage.

At the recommendation of the Superintendent, approve Mary Yakimec as a Home Instruction Teacher for the 2017-2018 school year beginning August 31, 2017 through June 30, 2018 on an as needed basis at Step 15 BA+15 at \$56.63 per hour plus mileage.

At the recommendation of the Superintendent, approve to hire the following aides for the 2017-2018 school year.

Ambrosky, Gerilynn
Brogan, Erin
D'Alessio, Victoria
DeGrau, Alyssa
Francis, Laura
Gagen, Catherine
Harp, Darcia
Johnson, Christina
Magenheimer, Nancy
Natale, Katherine
Scheper, Carolyn
Schneider, Radine
Shideler, Courtney
Stazzone, Nancy

Approve Michael Fortino as a substitute for Extended School Year Program beginning July 26, 2017, through August 7, 2017, Monday through Thursday, on an as needed basis at Step 3 BA at \$38.51 per hour.

Motion carried on a roll call vote.

Motion to accept the recommendation of the Superintendent and approve Kathleen Wright as School Social Worker for school year 2017-2018 beginning August 28, 2017 through June 30, 2018 at Step 2 MA at a salary of \$59,093.00 was tabled.

FINANCE:

Motion was made by Mrs Larsen and seconded by Mrs. Geoffrion to approve the following:

Approve the increase in the 2017-2018 state aid to the Tewksbury Board of Education in the amount of \$11,200 to be used as an additional appropriation for tuition -out of district placement budget line 29100.

Accept the following quotes from Storr Tractor Co. for the following:

- 53” snow blower two stage attachment \$ 5,800.00 MRESC Bid # 15/16-08
- 36” walk behind mower \$ 4,358.00 MRESC Bid # 15/16-08

Accept the quote from School Fix Decker Equipment quote in the amount of \$10,067.87 for the purchase of risers for the music room.

Approve Machado Law Group to conduct a Special Education audit at an hourly rate of \$155.00 not to exceed 30 hours.

ADJOURNMENT:

Motion was made by Mr. Larsen and seconded by Mrs. Bartels to adjourn the meeting. The time was 12:49 a.m.

Motion carried on a roll call vote.

Respectfully submitted,

Joanne Black
Board Secretary