

Minutes September 28, 2017

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Committee of the Whole Meeting
September 28, 2017

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:03 p.m. in the All Purpose Room 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, Mr. Mulroony, Mrs. Pettegrove, Mr. Thorp

ABSENT: Mrs. Larsen

ALSO PRESENT: Mrs. Joanne Black-Business Administrator

PRESENTATION: None.

CORRESPONDENCE: None.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES:

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

- Approval of Minutes - July 27, 2017 Regular Board Meeting
- Approval of Minutes - August 10, 2017 Committee of the Whole Meeting
- Approval of Minutes - August 10, 2017 Executive Session
- Approval of Minutes - August 24, 2017 Regular Board Meeting
- Approval of Minutes - August 24, 2017 Executive Session

Motion carried on a roll call vote.

CURRICULUM:

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

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)
6-8	Hershey Park Music Performance	5/18/18	\$110.00 (includes Bus, T-Shirt, Park Entrance)
1	Centenary Theatre- "Miss Nelson is Missing"	10/13/17	\$8.25

Motion carried on a roll call vote.

POLICY:

Motion was made by Mrs. Jenkins and seconded by Mrs. Ackerman to approve the following policies on second reading:

- 5141.4 Missing Abused and Neglected Children
- 3542.2 School Meal Program Arrears
- 3510 Operation and Maintenance of Plant
- 3516 Safety

Motion carried on a roll call vote.

Mrs. Geoffrion inquired about the current student election and the BOE policy regarding student elections. The administration will follow up.

FINANCE:

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

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

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

Approve the attached list of transfers.

Approve the list of bills dated September 28, 2017 in the amount of \$ 1,279,529.16.

Approve to transport Student ID#8326836 from Suburban Hills Preschool (Mon.-Thurs.) to Tewksbury Elementary School through September 28, 2017.

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

Staff Member	Date	Registration	Other Expenses	Travel/Mileage	Event/Destination
Janet Wadler	10/2/17	\$200.00	-0-	yes	Art Educators of NJ Fall Conference, Long Branch, NJ
Joanne Black	9/27/17	-0-	-0-	yes	SAIF Safety Meeting, Hampton, NJ
Mary Chandler	2017/18 Webinar	\$200.00	-0-	no	NAEOP-Challenging the Educational Office Professional
Emily Searle	11/16/17	\$149.00	-0-	yes	NJASL Fall Conference, Long Branch, NJ
Kristen Rinehart	11/17/17	\$125.00	-0-	yes	NJGSS Science Workshop-Developing and Using Models to Represent Natural Phenomena, RVCC Branchburg, NJ
Barbara Tosco	10/11/17	\$209.99	-0-	yes	Autism & Sensory Processing Disorders, East Brunswick, NJ
Brian Jesby	10/11/17, 11/8/17, 12/13/17, 1/10/18, 2/14/18, 3/21/18, 4/11/18, 5/9/18, 6/13/18	\$250.00	-0-	yes	NJ Buildings & Grounds Association Chapter Meetings, Stewartville, NJ

Approve the 2017-2018 Joint Transportation Agreement between Lebanon Township School District and Tewksbury Township School District. Lebanon Township School District will transport four resident choice students attending Lebanon Township Schools for a total cost of \$3,460.00.

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

Name/Description of Fundraiser	Date	Advisors	# of Chaperones
Grade 5-8 School Dance (4 hours) Proceeds to: 8th Grade Dinner Dance	10/20/17	Bonnie Mendralla Dee Krowl	4 (includes Advisors)
Give a Teacher an Apple for \$1.00 Proceeds to: 8th Grade DC Trip	11/2/17	Bonnie Mendralla Dee Krowl	0
Pie Sale Proceeds to: 8th Grade DC Trip	10/13/17- 11/13/17	Bonnie Mendralla Dee Krowl	0

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

Name/Description of Fundraiser	Date	Advisors	# of Chaperones
Kiss a Pig Fundraiser Proceeds to: 8th Grade DC Trip	10/2/17- 11/8/17	Bonnie Mendralla Dee Krowl	0

Approve the position of a Safety Coordinator at Old Turnpike School at an annual stipend of \$2,108.00.

Motion carried on a roll call vote.

Mrs. Black stated that the financial audit for the 2016-2017 school year has been completed and there were no audit recommendations.

TECHNOLOGY: The BOE requested Mr. Belske to attend the next meeting to review the use of google and passwords.

FACILITIES: Mrs. Black notified the Board that the septic project is still under way and reviewed the status of other projects. The new architect/engineer is scheduled to come in on October 9th for a review of the facilities to assist in the preparation of the LRFP. Mrs. Black notified the TAA that the custodial schedule cannot be adjusted during the week and as stated in policy and on the building use form, non-school days for custodial time will be billed out.

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

Approve the submission of the Lead Testing Program Statement of Assurance and lead testing reimbursement request for the school year 2016-2017 to the NJDOE.

Approve the following use of school facilities through October 31, 2017:

Organization	Event Date	Start Time	End Time	Location	Event Title	Room
Board Of Education	9/28/2017	7:00 PM	10:00 PM	OTS	Board Meeting	Library
Board Of Education	10/12/2017	7:00 PM	10:00 PM	OTS	Board Meeting	Library
Board Of Education	10/26/2017	7:00 PM	10:00 PM	OTS	Board Meeting	Library
Child Study Team	10/23/2017	5:00 PM	6:30 PM	TES	TPACC MTG	Library
Girl Scouts	9/22/2017	3:30 PM	4:30 PM	TES	GS-Holohan	Rm 103
Girl Scouts	9/29/2017	3:30 PM	4:30 PM	TES	GS-Holohan	Rm 104
Girl Scouts	10/6/2017	3:30 PM	4:30 PM	TES	GS-Holohan	Rm 103
Girl Scouts	10/13/2017	3:30 PM	4:30 PM	TES	GS-Holohan	Rm 104
Girl Scouts	10/20/2017	3:30 PM	4:30 PM	TES	GS-Holohan	Rm 103
Morris County Arts Workshop	10/3/2017	3:30 PM	4:30 PM	TES	MCAW-Minecraft	Rm 121-Comp. Lab
Morris County Arts Workshop	10/3/2017	3:30 PM	4:30 PM	TES	MCAW-Guitar	Rm 122-Faculty
Morris County Arts Workshop	10/6/2017	3:30 PM	4:30 PM	TES	MCAW-Fencing	Gym
Morris County Arts Workshop	10/10/2017	3:30 PM	4:30 PM	TES	MCAW-Minecraft	Rm 121-Comp. Lab
Morris County Arts Workshop	10/10/2017	3:30 PM	4:30 PM	TES	MCAW-Guitar	Rm 122-Faculty
Morris County Arts Workshop	10/13/2017	3:30 PM	4:30 PM	TES	MCAW-Fencing	Gym
Morris County Arts Workshop	10/17/2017	3:30 PM	4:30 PM	TES	MCAW-Minecraft	Rm 121-Comp. Lab
Morris County Arts Workshop	10/17/2017	3:30 PM	4:30 PM	TES	MCAW-Guitar	Rm 122-Faculty
Morris County Arts Workshop	10/18/2017	3:30 PM	4:30 PM	TES	TES Treble Choir	Rm 115
Morris County Arts Workshop	10/20/2017	3:30 PM	4:30 PM	TES	MCAW-Fencing	Gym
Morris County Arts Workshop	10/24/2017	3:30 PM	4:30 PM	TES	MCAW-Minecraft	Rm 121-Comp. Lab
Morris County Arts Workshop	10/24/2017	3:30 PM	4:30 PM	TES	MCAW-Guitar	Rm 122-Faculty
Morris County Arts Workshop	10/25/2017	3:30 PM	4:30 PM	TES	TES Treble Choir	Rm 115
Morris County Arts Workshop	10/27/2017	3:30 PM	4:30 PM	TES	MCAW-Fencing	Gym
Morris County Arts Workshop	10/31/2017	3:30 PM	4:30 PM	TES	MCAW-Minecraft	Rm 121-Comp. Lab
Morris County Arts Workshop	10/31/2017	3:30 PM	4:30 PM	TES	MCAW-Guitar	Rm 122-Faculty
Odyssey of the Mind	9/22/2017	3:30 PM	4:30 PM	TES	Odyssey of the Mind	Rm 107
PTA	9/28/2017	6:00 PM	9:00 PM	OTS	PTA-Google Classroom for Parents	106A-Technology
PTA	10/3/2017	9:15 AM	10:30 AM	TES	PTA-General Meeting	APR
PTA	10/23/2017	6:00 PM	9:00 PM	OTS	PTA-Meet the Candidates Night	All Purpose Room
PTA	10/27/2017	5:00 PM	9:00 PM	TES	PTA Trunk or Treat	Parking Lot
School	10/25/2017	3:45 PM	5:30 PM	OTS	Play Practice	All Purpose Room
School	10/30/2017	3:45 PM	5:30 PM	OTS	Play Practice	All Purpose Room
School	9/27/2017	2:30 PM	3:30 PM	OTS	Just An Hour	B214
TAA	9/30/2017	9:00 AM	2:00 PM	OTS	TAA Youth Softball	Softball Field
TAA	10/7/2017	9:00 AM	2:00 PM	OTS	TAA Youth Softball	Softball Field

TAA	10/14/2017	9:00 AM	2:00 PM	OTS	TAA Youth Softball	Softball Field
TAA	10/21/2017	9:00 AM	2:00 PM	OTS	TAA Youth Softball	Softball Field
TAA	9/26/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	9/28/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/3/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/5/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/10/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/12/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/17/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/19/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/24/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/26/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
TAA	10/31/2017	7:30 PM	9:30 PM	OTS	TAA Adult Rec Basketball	Gym
Tewksbury Ed. Foundation	9/22/2017	9:00 AM	9:45 AM	TES	TEF-4th Gr. Teachers PD-Wellness	Rm 122-Faculty
Tewksbury Ed. Foundation	10/10/2017	7:45 AM	10:45 AM	OTS	TEF-8th Gr. Liberty Science Center Residency	A107
Tewksbury Township	9/24/2017	8:00 AM	10:00 PM	TES	Tewksbury Harvest Festival Sign	Parking Lot
Tewksbury Township	10/21/2017	8:00 AM	12:00 PM	OTS	Tewks Township Shredder Truck	Staff Parking Lot

Motion carried on a roll call vote.

OTHER: Dr. Humphrey will have the survey at the next Board Meeting.

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

Approve the two qualitative and two quantitative merit goals for Joanne Black, School Business Administrator for the 2017-2018 school year.

Approve Natalie Diaz, a student at Raritan Valley Community College in the pre-service teacher candidate course program, to complete 20 hours of observation over a 10 week period at Old Turnpike School.

Motion carried on a roll call vote.

SUPERINTENDENT’S REPORT:

- HIB - There were no HIB incidents for the month of September.
- The social-emotional program has commenced.

Trend data for the number of students that are classified has been requested by Mrs. Jenkins.

EXECUTIVE SESSION: Motion was made by Mrs. Bartels and seconded by Mrs. Geoffrion to enter Executive Session. The time was 8:20

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 30 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.

Regular session resumed at 8:47 p.m.

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

At the recommendation of the Superintendent, approve Marianne Farrell for the position of Instructional Aide for 5.5 hours daily Monday through Friday at Step 13 at an hourly rate of \$19.26 beginning October 2, 2017 through June 30, 2018.

At the recommendation of the Superintendent, approve the extension of maternity leave for Brittany Friedel, Basic Skills Math Teacher, by one month, to December 1, 2017.

At the recommendation of the Superintendent, approve the extension of Elizabeth Stryker as a Basic Skills Math Teacher maternity leave replacement to December 1, 2017 at Step 1 BA at an annual salary of \$54,193 (pro-rated).

Approve the following club/advisors for the 2017-2018 school year.

Club Title	Advisors	Grades	Supply Budget Requested	Compensation
Tewksbury Ultimate Frisbee Club (TUFC)	Mike Fortino Tom Lobb	5-8	-0-	\$937.50 shared 10/2/17-11/20/17 Mon. & Wed.

At the recommendation of the Interim Superintendent, approve to hire Mildred Grant as a substitute bus driver for the 2017-2018 school year, pending criminal history review.

Motion carried on a roll call vote.

ADJOURNMENT:

Motion was made by Mrs. Bartels and seconded by Mrs. Geoffrion to adjourn the meeting. The time was 8:49 p.m.

Respectfully submitted,

Joanne Black
Board Secretary