

Minutes December 22, 2016

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Board Meeting

December 22, 2016

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:03 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. Geoffrion, Mrs. Jenkins (arrived at 7:07), Mr. Regan, Mrs. Larsen

**ABSENT:** Mrs. Resnick, Dr. Schiller

**ALSO PRESENT:** Ms. Rowland-Superintendent, Mrs. Black-Business Administrator

Mrs. Cynthia Pettegrove was sworn into office as a new Board member.

**PRESENTATION:** None

**OPEN TO THE PUBLIC:** No public comment

**APPROVAL OF MINUTES:**

Motion was made by Mrs. Larsen and seconded by Mr. Regan to approve the following minutes:

- November 9, 2016 Committee of the Whole Meeting
- November 22, 2016 Regular Board Meeting
- November 22, 2016 Executive Session

Motion carried.

Mrs. Jenkins arrived at the meeting.

**CURRICULUM:**

Motion was made by Mrs. Geoffrion and seconded by Mrs. Ackerman to approve the following field trips for the 2016-2017 school year:

<b>Group/Class</b>	<b>Event/Destination</b>	<b>Date</b>	<b>Approximate Cost Per Student</b> (Cost of Attendance not Paid by District)
7 & 8 (3 students from each grade)	Future City Competition	1/14/16	\$0.00
7 & 8 Band Members	Holiday Ensemble Performance in Hallways at TES	12/23/16	\$0.00
*8th grade students	Pathway to Leadership Long Branch, NJ	2/2/17	\$0.00

Motion carried on a roll call.

**POLICY:**

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

- 3542.1 E Local Wellness, Nutrition, Food
- 3542.1 Wellness and Nutrition

Motion carried on a roll call.

Approval of the first reading of policies listed on agenda were tabled until the January 4th meeting.

**FINANCE:**

Motion was made by Mrs. Larsen and seconded by Mrs. Geoffrion 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 October 31, 2016, 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 October 31, 2016, 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 October 31, 2016.

Approve the attached list of transfers.

Approve the list of bills dated December 22, 2016 in the amount of \$1,719,720.81.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
John Preston	3/30/17-3/31/17	\$250.00	-0-	yes	Google Certified Educator Boot Camp @ Bergen County ETTC
Bob Hoffman Jr.	1/13/17	-0-	-0-	yes	STS Regional Meeting
Monica Rowland	1/26/17-1/27/17	\$425.00	hotel	yes	NJASA Techspo

Accept the receipt of two checks from Lifetouch Studios in the amounts of \$1,105.60 and \$1,324.60.

Approve the following resolution:

WHEREAS, BE IT RESOLVED that the Tewksbury Board of Education has solicited and received at least three quotations on materials, supplies or equipment for which a State contract has been issued pursuant to N.J.S.18A:18A-10, and the lowest responsible quotation is at least 10% less than the price the board would be charged for the identical materials, supplies or equipment, in the same quantities, under the State contract. Accordingly the following will be used for the repairs of buses: Dig’s Diesel

Motion carried on a roll call.

**TECHNOLOGY:** None

**FACILITIES:**

Mrs. Black reported that recent air testing results that came back from Ahera Environmental Consultants were very good.

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

Approve the revised proposal from SSP Architects for the pump repair services in the amount of \$9,300.00

Approve the revised proposal from SSP Architects for the architectural and engineering services for the proposed repairs of the existing HVAC systems in the amount of \$29,800.00

Motion carried on a roll call.

**COMMUNICATIONS:** None

**OTHER:**

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

Approve the resolution for participation in the joint agreement for coordinated transportation between the Tewksbury Township Board of Education and the Warren County Special Services School District for the 2016-2017 school year.

Approve the transportation of the following for the 2016-2017 school year;

- Student # 9018305163 Clinton Township Public School
  - Student # 8648863621 Warren County Special Services School District
- (Note: Placement approved at October 25, 2016 Board meeting.)

Approve Wednesday, January 4th, 2017 at 7:00pm as the meeting date for the Reorganization meeting for the 2017 year. The snow date will be Thursday, January 5, 2017 at 7:00. Committee of the Whole Meeting to follow reorganization meeting.

Motion carried on a roll call.

**SUPERINTENDENT’S REPORT**

Ms. Rowland reported that there were no incidents for the month of December.

The Governor’s Educator of the Year Selection was announced as follows:

- Jamie Levy-Teacher of the Year TES
- Joan Condren-Teacher of the Year OTS
- Erin Brogan-Educational Services Professional TES
- Mary Cutri-French-Educational Services Professional OTS

Ms. Rowland reviewed the following Homework Survey results:

- 198 responses were received. There was a good sampling from all grades. The action plan is to create a homework committee and have recommendations by the end of February regarding the quantity and the homework actually being assigned to the students.

Ms. Rowland will put together several 2017-2018 school calendars for the BOE to review.

Ms. Rowland discussed schooldigger.com. She stated that our own internal data is showing concerns in 3rd grade. We are doing a complete map of the curriculum to make sure we are doing what needs to be done, using different testing formats and expanding the testing window. We also have more data now to review results where the problems are.

**LEGISLATIVE REVIEW:** None

**UNFINISHED BUSINESS:**

The BOE has requested M. Zitomer(attorney) conduct the annual ethics training session.

An equivalency waiver from QSAC was obtained allowing for a two year extension of time before the next QSAC review.

The Board expressed their thanks to Mr. Brian Regan for his long years of service. Mr. Regan left the meeting at 8:15 p.m.

**AUDIENCE:** None

**EXECUTIVE SESSION**

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to enter Executive Session. The time was 8:15 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 finance for approximately 10 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 will be taken.

Mrs. Geoffrion left the meeting at 8:30.

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

**FINANCE:**

Motion to approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Nicole Amato	1/25/17	\$125.00	-0-	yes	RVCC Continuing Education - Crosscutting Concepts
Camille Bristow	1/25/17	\$125.00	-0-	yes	RVCC Continuing Education - Crosscutting Concepts
Allison Caruso	1/25/17	\$125.00	-0-	yes	RVCC Continuing Education - Crosscutting Concepts
Regina DeStefano	1/25/17	\$125.00	-0-	yes	RVCC Continuing Education - Crosscutting Concepts
Becky Palmer	1/25/17	\$125.00	-0-	yes	RVCC Continuing Education - Crosscutting Concepts
Debbie Schroepfer	1/25/17	\$125.00	-0-	yes	RVCC Continuing Education - Crosscutting Concepts

Motion carried on a roll call.

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

**PERSONNEL**

Motion to approve the following:

At the recommendation of the Superintendent, approve Amanda Narcisi as a maternity leave replacement Science teacher effective January 3, 2017 through January 27, 2017 at Step 1, BA \$54,193 (pro-rated).

At the recommendation of the Superintendent, approve Juliean Picardo as a maternity leave replacement Special Education teacher effective January 16, 2017 through approximately May 15, 2017 at Step 1 BA, \$54,193 (pro-rated).

At the recommendation of the Superintendent, approve Brian Jesby as the Coordinator of Buildings and Grounds effective approximately January 13, 2017 through June 30, 2017 at an annual salary of \$57,000 (pro-rated).

Motion carried on a roll call.

**ADJOURNMENT**

Motion was made by Mrs. Larson and seconded by Mrs. Jenkins to adjourn the meeting. The time was 8:47 p.m.

Motion carried.

Respectfully submitted,

Joanne Black  
Board Secretary