

Minutes January 25, 2017

TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
Board Meeting  
January 25, 2017

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. Geoffrion (arrived 7:08), Mrs. Jenkins, Mr. Mulroony, Mrs. Pettegrove, Mr. Thorp, Mrs. Larsen

**ABSENT:** Mrs. Resnick

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

**PRESENTATION:**

Mr. Scott Yerger presented the following:

- HIB ITP Report - There were no formal investigations at TES or OTS this year. There were no reportable incidents of school violence, vandalism or substance abuse at TES or OTS.
- ABR Grade - Anti-Bullying Bill of Rights. We received a score of 71/78. The report is posted on our website.
- Update on Homework Policy - An extensive homework analysis began this fall. A homework survey was sent to all parents and staff in the Fall of 2016. A homework committee was formed consisting of administrators and teachers. The committee looked at what other Voorhees sending districts were doing. The OTS homework committee will establish parameters and guidelines and additional analysis for TES assignments. The new policies will be phased in this school year. It will take time to consider all components.

**CORRESPONDENCE:** For the record, Mrs. Larsen read correspondence received from the TEA regarding a change in the proposed 2017-2018 school year calendar. Mrs. Larsen also mentioned that another correspondence was received recently via e-mail and it will be addressed once all points are reviewed.

**PRESENTATION:**

Ms. Rowland and Ms. Schneider updated the Board on the following:

- 2nd Quarter Strategic Plan
- Mr. Jim Belske will attend the February 9th Committee of the Whole Meeting.

- Marc Zitomer, Esq. will attend the February 9th Committee of the Whole Meeting.
- Ms. Gwen Thornton, NJSBA representative will be at a later meeting for special topics and legislative updates.

**OPEN TO THE PUBLIC:**

- Frank Goger, President of the North Hunterdon/Voorhees Board of Education thanked Tewksbury for their support in passing of the Voorhees referendum. He also stated that more resources will be put into the students and programs. Mr. Goger invited the President and Vice President to attend meetings to discuss articulation. Mr. Goger would like to ease the transition of the students into high school and would like to bring the BOE together to discuss shared services and curriculum.
- Patty Jennings invited the BOE to the Points for Pain basketball game at Voorhees. She also mentioned that next Tuesday, March 3rd is the Hoops for Hospice staff vs. students game at 3:00.

**APPROVAL OF MINUTES:**

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

- Approval of Minutes - December 8, 2016 Committee of the Whole Meeting
- Approval of Minutes - December 8, 2016 Executive Session
- Approval of Minutes - December 22, 2016 Regular Board Meeting
- Approval of Minutes - December 22, 2016 Executive Session

Motion carried.

**CURRICULUM:** None.

**POLICY:**

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

- 4131/4131.1 Staff Development, Inservice Education, Visitation, Conferences
- 6142.12 Career and Technical Education
- 6147 Standards of Proficiency
- 3510 Operation and Maintenance of Plant
- 3515 Smoking Prohibition
- 6171.1 Remedial Instruction
- 2240 Evaluation, Planning and Research

Motion carried on a roll call vote.

**FINANCE:**

A discussion took place regarding an increase in the preschool tuition for the 2017-2018 school year.

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 November 30, 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.

## 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, 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 November 30, 2016.

Approve the attached list of transfers.

Approve the list of bills dated January 25, 2016 in the amount of \$994,435.56.

Approve entering into contract with Brett DiNovi & Associates, LLC to conduct a Functional Behavior Assessment for student #5108979690 at a cost not to exceed \$1,875.00.

Approve the filing of a waiver request to exempt the Tewksbury Township Board of Education's 2016-2017 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.

Approve to extend the contract between the Tewksbury Township Board of Education and Maureen Joyce as an SDA Grant Consultant at an hourly rate of \$75.00/hour, up to a maximum of 16 hours.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/Mileage	Event/Destination
<b>Bus Drivers:</b> Koren Baumstark Robin Corrado Frank Henderson Bob Hoffman, Jr. Pam Hoy Jairo Jiminez Ron Jeff Darlene McCaffrey Heidi McKee Lorrie Pollack Donna Poyer Cindy Sommer	3/11/17	\$40 per person	-0-	Driving in school bus together	School Bus Safety Seminar presented by School Transportation Supervisors of NJ at Northern Burlington County Middle School
Emily Searle	2/23/17	\$40.00	-0-	yes	Hunterdon Cty. Librarians Assoc. Winter Workshop
Anne Rosenthal	2/23/17	\$40.00	-0-	yes	Hunterdon Cty. Librarians

					Assoc. Winter Workshop
Jennifer Burns	5/5/17	\$25.00	-0-	yes	Ethics in ABA Workshop/Webinar-Brett DiNovi Associates
Bob Hoffman, Jr.	3/30/17-3/31/17	\$325.00	Hotel -\$80.00	yes	STS Conference & Equipment Show-Atlantic City, NJ
Megan Verderamo	2/16/17	-0-	-0-	yes	NJDOE Bomb Threat Assessment and Response @ Clinton Township M.S.
Scott Yerger	2/16/17	-0-	-0-	yes	NJDOE Bomb Threat Assessment and Response @ Clinton Township M.S.

Motion carried on a roll call vote.

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

Approve preschool tuition rate to \$500/month for the 2017-2018 school year.

Motion carried on a roll call vote.

Mrs. Geoffrion requested information on enrollment in the Extended School Year Program over the years.

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

**RESOLUTION AUTHORIZING AGREEMENT FOR CERTAIN LEGAL SERVICES ADOPTED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF TEWKSBURY IN THE COUNTY OF HUNTERDON**

WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and the issuance of obligations of THE BOARD OF EDUCATION OF THE TOWNSHIP OF TEWKSBURY IN THE COUNTY OF HUNTERDON, (the “Board”), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized Bond Counsel firm, and the law firm of McManimom, Scotland & Baumann, LLC, Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP IN THE COUNTY OF HUNTERDON, AS FOLLOWS:

1. The law firm of McManimom, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program

and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of January 25, 2017 and submitted to the Board (the "Contract").

2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in The Courier News.

Motion carried on a roll call vote.

**TECHNOLOGY:** None

**FACILITIES:**

Mrs. Black reviewed Policy #1330-Use of School Facilities. Mrs. Black will present an updated policy to the Board for their review. The Board supports charging for custodial time and/or modification of custodial schedules.

The motion to approve the 2017 Extended Year program was moved to the 2/9/17 meeting. Mrs. Geoffrion has requested information on enrollment in the ESY program over the years.

**COMMUNICATIONS:** None

**OTHER:** None

**SUPERINTENDENT'S REPORT**

Mrs. Rowland discussed the following:

- HIB - There were no incidents for the month of January, 2017
- 2017-2018 School Calendar - further discussion will take place at a future meeting

**LEGISLATIVE REVIEW:** None

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

- Mrs. Geoffrion, Mrs. Larsen, Ms. Rowland and Mrs. Black went to a meeting at Califon School to discuss needs of the school surrounding districts and shared services. Their next meeting will be on 2/13/17.
- 2016 Financial & Personal Disclosure Forms need to be completed by Board Members.
- Refunding of Bond will be discussed at the next Board Meeting. Mrs. Black is meeting with Phoenix Financial Advisors to discuss the refundng of bonds and will present at the February 9 Committee of the Whole Meeting.

**AUDIENCE:** None

**EXECUTIVE SESSION**

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to enter Executive Session. The time was 9:35 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 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.

**PERSONNEL**

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

At the recommendation of the Superintendent, approve Amanda Narcisi as a maternity leave replacement Spanish teacher effective approximately February 1, 2017 through approximately April 7, 2017 at Step 1, BA \$54,193 (pro-rated).

At the recommendation of the Superintendent, approve Elizabeth Stryker as a maternity leave replacement Social Studies teacher effective approximately February 1, 2017 through June 30, 2017 at Step 1, BA \$54,193 (pro-rated).

At the recommendation of the Superintendent, accept, with regret, the letter of resignation from Rachel Gentile, Speech-Language Specialist, effective March 19, 2017.

At the recommendation of the Superintendent, approve the following substitute teachers pending criminal history review:

- Joan O’Shaunessy
- Jane Sigall (substitute nurse)

Motion carried on a roll call vote.

**ADJOURNMENT**

Motion was made by Mrs. Larson and seconded by Mrs. Geoffrion to adjourn the meeting. The time was 9:42 p.m.

Motion carried.

Respectfully submitted,

Joanne Black  
Board Secretary