

Minutes March 23, 2017

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Board Meeting
March 23, 2017

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:05 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, Mr. Mulroony, Mrs. Pettegrove, Mr. Thorp, Mrs. Larsen (arrived at 7:08)

ABSENT: None

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

PRESENTATION: Ms. Mary Lyons from Wilentz, Goldman & Spitzer, P.A. discussed the bond refunding and stated that the 2.25% interest rate was comparable to others banks. The discussion was opened for public comment. There was no comment from the public.

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to move on the following resolution.

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF TEWKSBURY IN THE COUNTY OF HUNTERDON, NEW JERSEY, AUTHORIZING CERTAIN ACTIONS NECESSARY IN CONNECTION WITH THE SALE AND ISSUANCE OF NOT TO EXCEED \$4,900,000 AGGREGATE PRINCIPAL AMOUNT OF REFUNDING SCHOOL BONDS AND AUTHORIZING THE APPROPRIATE OFFICIALS TO DO ALL ACTS AND THINGS DEEMED NECESSARY AND ADVISABLE IN CONNECTION WITH THE SALE, ISSUANCE AND DELIVERY OF SAID BONDS

WHEREAS, on December 21, 2006, The Board of Education of the Township of Tewksbury in the County of Hunterdon, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) issued \$8,500,000 aggregate principal amount of tax-exempt Refunding School Bonds dated December 21, 2006 (the "2006 School Bonds"); and

WHEREAS, the Board has determined that the current tax-exempt interest rate environment may enable it to realize going-forward debt service savings for property taxpayers residing

in the School District through the issuance by the Board of Refunding School Bonds (the “Refunding School Bonds”) to refund all or a portion of the \$4,805,000 aggregate principal amount of the outstanding 2006 School Bonds maturing on or after February 15, 2018 (the “Refunded Bonds”); and

WHEREAS, the Board introduced a refunding school bond ordinance (the “Refunding Bond Ordinance”) on first reading by resolution of the Board on February 23, 2017, and

WHEREAS, on the date hereof, the Board has held a public hearing on the Refunding Bond Ordinance; and

WHEREAS, the Board has determined to issue and sell such Refunding School Bonds; and

WHEREAS, the Board now desires to finally adopt the Refunding Bond Ordinance and to authorize certain actions in connection with the sale and issuance of the Refunding School Bonds.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF TEWKSBURY IN THE COUNTY OF HUNTERDON, NEW JERSEY, AS FOLLOWS:

SECTION 1. The Refunding Bond Ordinance is hereby adopted and shall take effect immediately.

SECTION 2. The Refunding School Bonds are hereby authorized to be sold to Peapack-Gladstone Bank (the “Purchaser”) in accordance with the terms set forth in the proposal provided to the Board.

SECTION 3. There is hereby delegated to the Business Administrator/Board Secretary, subject to the limitations contained herein and in consultation with Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey, Bond Counsel to the Board (“Bond Counsel”) and Phoenix Advisors, LLC, as financial advisor to the Board (the “Financial Advisor”) the power with respect to the Refunding School Bonds to determine and carry out the following:

a) the sale of the Refunding School Bonds at private sale, provided that the purchase price paid by the purchaser thereof shall not be less than ninety-five percent (95%) of the principal amount of the Refunding School Bonds so sold;

b) the principal amount of Refunding School Bonds to be issued, provided that (i) such amount shall not exceed \$4,900,000, and (ii) such amount shall not exceed the amount necessary to pay the costs of issuance associated with the Refunding School Bonds and to fund the deposit to the escrow fund as set forth in the Escrow Deposit Agreement (as defined herein) in an amount that, when invested, will be sufficient to provide for the timely payments required for the Refunded Bonds;

c) the maturity dates and the principal amount of each maturity or sinking fund redemption amount of the Refunding School Bonds, provided that no Refunding School Bonds refunding the Refunded Bonds shall mature later than the maturity date of the Refunded Bonds;

- d) the interest payment dates and the interest rates on the Refunding School Bonds, provided that the true interest cost on the Refunding School Bonds shall produce a present value debt service savings of at least three percent (3%) of the principal amount of the Refunded Bonds;
- e) the denomination or denominations of and the manner of numbering and lettering the Refunding School Bonds, provided that all Refunding School Bonds of like maturity shall be identical in all respects, except as to denominations, amounts, numbers and letters;
- f) provisions for the sale or exchange of the Refunding School Bonds and for the delivery thereof;
- g) the form of the Refunding School Bonds shall be substantially in the form set forth in Exhibit A attached hereto, with such additions, deletions and omissions as may be necessary for the Board to market the Refunding School Bonds in accordance with the requirements of The Depository Trust Company, New York, New York, (“DTC”), if applicable, and the Purchase Contract (as defined herein);
- h) the direction for the application and investment of the proceeds of the Refunding School Bonds;
- i) the terms of redemption of the Refunding School Bonds; and
- j) any other provisions deemed advisable by the Business Administrator/Board Secretary not in conflict with the provisions hereof.

The Business Administrator/Board Secretary shall execute a certificate evidencing the determinations or other actions taken pursuant to the authority granted hereunder, and any such certificate shall be conclusive evidence of the actions or determinations of the Business Administrator/Board Secretary as to the matters stated therein.

SECTION 4. The President and Vice President of the Board are hereby authorized and directed to execute by manual or facsimile signature the Refunding School Bonds in the name of the Board and the corporate seal (or facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Business Administrator/Board Secretary is hereby authorized and directed to attest to such signature and to the affixing of said seal to the Refunding School Bonds.

SECTION 5. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Financial Advisor, is hereby authorized and directed to approve a Bond Purchase Contract (the “Purchase Contract”), if required, for the Refunding School Bonds, to be dated the date of sale of such Refunding School Bonds and to be executed by the Purchaser. The President, Vice President and Business Administrator/Board Secretary are hereby authorized and directed on behalf of the Board to execute and deliver said Purchase Contract.

SECTION 6. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Financial Advisor, is hereby authorized and directed to approve the Escrow Deposit Agreement (the “Escrow Deposit Agreement”) with an escrow agent (the “Escrow Agent”) to be selected by the Business Administrator/Board Secretary, in consultation with Bond Counsel and the Financial Advisor, with respect to the Refunded Bonds, to be dated the date of the closing on the Refunding School Bonds. The President and Vice President of the Board are hereby authorized and directed to execute and deliver the Escrow Deposit Agreement in the name of the Board and the

corporate seal (or facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Business Administrator/Board Secretary is hereby authorized and directed to attest to such signature and to the affixing of said seal to the Escrow Deposit Agreement. The Financial Advisor is hereby authorized to act as the agent and representative of the Board for the purpose of subscribing for the purchase of United States Treasury Securities – State and Local Government Series to be held by the Escrow Agent. In the alternative, if United States Treasury Securities – State and Local Government Series are not available, the Financial Advisor is hereby authorized to seek bids for the acquisition of United States Treasury Securities – Open Market Securities.

SECTION 7. The Business Administrator/Board Secretary is hereby authorized and directed to select a verification agent (the “Verification Agent”), if required, in consultation with Bond Counsel and the Financial Advisor, with respect to the Refunded Bonds. The Verification Agent shall prepare the verification report required to verify the sufficiency of the escrowed monies to refund the Refunded Bonds.

SECTION 8. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of a Continuing Disclosure Certificate (the “Certificate”) which will set forth the obligation of the Board to file budgetary, financial and operating data on an annual basis and notices of certain enumerated events deemed material in accordance with the provision of the Rule. The Business Administrator/Board Secretary is hereby authorized and directed to execute and deliver this Certificate evidencing the Board’s undertaking with respect to the Rule. Notwithstanding the foregoing, failure of the Board to comply with the Certificate shall not be considered a default on the Refunding School Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance to cause the Board to comply with its obligations hereunder.

SECTION 9. The President, Vice President and Business Administrator/Board Secretary or any other appropriate officer or representative of the Board, are hereby authorized and directed to execute and deliver any and all documents and to do and cause to be done any and all acts and things necessary or proper for carrying out the transactions contemplated by this resolution, the Purchase Contract, the Escrow Deposit Agreement and the Commitment, and for the authorization, sale and issuance of the Refunding School Bonds. The execution by such officials and officers of any such documents, with changes, insertions or omissions approved by the Business Administrator/Board Secretary, in consultation with Bond Counsel, as hereinabove provided, shall be conclusive and no further ratification or other action by the Board shall be required with respect thereto.

SECTION 10. In accordance with the provisions of N.J.A.C. 5:30-2.5, within ten (10) days of the date of the closing on the Refunding School Bonds, the Business Administrator/Board Secretary shall file a report with the Local Finance Board within the Division of Local Government Services, New Jersey Department of Community Affairs setting forth (a) a comparison of the Refunding School Bonds’ debt service and the Refunded Bonds’ debt service, which comparison shall set forth the present value savings achieved by the issuance of the Refunding School Bonds; (b) a summary of the issuance of the Refunding School Bonds; (c) an itemized accounting of all costs of issuance in connection with the issuance of the Refunding School Bonds; and (d) a certification of the Business Administrator/Board Secretary that (i) all of the conditions of Section (b) of N.J.A.C. 5:30-2.5 have been met, and (ii) this resolution authorizing the issuance of the Refunding School Bonds, adopted pursuant to 18A:24-61.5(b), was approved by a two-thirds vote of the full membership of the Board.

SECTION 11. The Board hereby covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, (the “Code”) of the interest on the Refunding School Bonds. There is hereby delegated to the Business Administrator/Board Secretary the ability to designate the Refunding School Bonds as “qualified tax-exempt obligations” for purposes of section 265(b)(3)(B)(ii) of the Code.

SECTION 12. All other resolutions adopted in connection with the Refunding School Bonds and inconsistent herewith are hereby rescinded to the extent of such inconsistency.

SECTION 13. This resolution shall take effect immediately.

Motion carried on a roll call vote.

PRESENTATIONS:

Ms. Rowland presented the school culture survey objectives. Committees have been formed and ideas and action plans will be generated. Action plans will be set in place by the end of the year. Ms. Jenkins requested that the survey be shared. Ms. Rowland stated that the survey should not be shared in order to preserve the anonymity and that had been communicated to all participants. Mrs. Larsen will call NJ School Boards regarding the surveys and Ms. Rowland will contact other Superintendents for additional information on surveys.

CORRESPONDENCE: An e-mail was received from Mr. Bob Hoffman, Transportation Coordinator, thanking the Board for their support in the professional development of the bus drivers and for sending them to the School Bus Drivers Safety Seminar.

OPPORTUNITY FOR PUBLIC COMMENT - AGENDA ITEMS: None

APPROVAL OF MINUTES: Motion was made by Ms. Larsen and seconded by Ms. Geoffrion to approve the following minutes:

- Approval of Minutes - February 23, 2017 Regular Board Meeting
- Approval of Minutes - February 23, 2017 Executive Session

Motion carried.

CURRICULUM: Ms Rowland stated that there were 41 kindergarteners and another 41 students going to first grade.

POLICY: Outside student participation in athletics was discussed. The Board would like to see a case(if one exists) and draft policy from NJSBA.

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

- 4231/4231.1 Staff Development, Inservice Education, Visitation, Conferences (non-certified staff)
- 6146.2 Promotion and Retention
- 6171.2 Gifted and Talented
- 6142.2 English as a Second Language;Bilingual Programs

- 6172 Alternative Education Programs
- 1120 Board of Education Meetings
- 3100 Budget Planning and Preparation
- 4112.2 Certification
- 4112.6/4212.6 Personnel Records
- 5111 Admission
- 5131 Conduct and Discipline
- 5135.5 Violence and Vandalism
- 5134 Married and Pregnant Students
- 5141 Health
- 5141.4 Missing, Abused and Neglected Children
- 5118.2 Foster Care and Educational Stability (new policy and regulation)

Motion carried on a roll call vote.

Mrs. Bartels would like to discuss the fundraising policy at the next Committee of the Whole Meeting.

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

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of January 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 January 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 January 31, 2017.

Approve the attached list of transfers.

Approve the list of bills dated March 23, 2017 in the amount of \$1,198,457.58.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Joanne Black	6/7-6/9/2017	\$275.00	hotel	yes	NJASBO 55th Annual Conference- Atlantic City NJ

Rebecca Chapman	7/24-7/28/2017	*\$250.00	-0-	yes	NGSS Summer Science Institute for Gr. K-5
Jaime Levy	7/24-7/28/2017	*\$250.00	-0-	yes	NGSS Summer Science Institute for Gr. K-5
Joanne Black	4/21/2017	\$299.00	-0-	yes	NJCPA Importance of Security for Digital Information.NJ Law and Ethics
*Patty Greeby	4/27/17	\$100.00	-0-	yes	School Law for Administrative Assistants
*Dee Krowl	4/27/17	\$100.00	-0-	yes	School Law for Administrative Assistants
*Connie Feinsod	3/23/17	-0-	-0-	yes	Hunterdon County Agency Resources
*Kimberly Leonhardt	3/23/17	-0-	-0-	yes	Hunterdon County Agency Resources

Accept receipt of the following funds from the School Development Authority

- Project name: HVAC Upgrades, Main Office Renovations
Project Number: 5180-030-09-1001 Grant G5-3218
Total Cost \$823,693.45
FEC \$823,693.45
State Share: \$329,477.38

Approve entering into contract with Fisher Speech-Language Literacy Consulting, LLC, beginning March 16, 2017 through June 30, 2017 for Speech-Language services as follows: Speech-language therapy services at a rate of \$65.00 per hour; Attendance at IEP meetings at a rate of \$65.00 per hour; Diagnostic speech-language evaluation with report at a rate of \$185.00 per evaluation; Diagnostic artic/fluency/voice evaluation with report at a rate of \$140.00 per evaluation.

Approve the Shared Services Agreement for Technology Support Services between the Tewksbury Board of Education and the Readington Township District Board of Education commencing July 1, 2017 through June 30, 2018. There is a one year renewal option in the agreement.

Approve placement of student #7003440055 at The Craig School, Mountain Lakes, NJ for the 2016-2017 school year at a tuition cost of \$25,000.00. Transportation is not provided by the District.

Motion carried on a roll call vote.

TECHNOLOGY: None

FACILITIES: Mrs. Black summarized the facilities. She stated that a Request for Proposal for an architect would be put out next month as requested by the BOE.

COMMUNICATIONS: Mrs. Larsen will begin working on the budget newsletter. Ms. Rowland will present the 17-18 school budget to the town council and the Tewksbury Education Foundation.

OTHER: It was decided that Tuesday, June 13th will be the Board Retreat Meeting from 4:00-7:00 p.m. Food will be provided. Tentative dates for summer meetings were scheduled for 7/27, 8/10 and 8/24. Alternative calendars will be prepared and sent out by Monday by the Board Office.

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to approve the following fundraisers for the 8th grade class:

Name/Description of Fundraiser	Date	Advisors/ Chaperones
Pancake Breakfast at Oldwick Firehouse	3/19/17	Bonnie Mendralla Dee Krowl
Coupon Card - phone app for discounts at various stores Cost of card = \$20	3/24-4/21/17	Bonnie Mendralla Dee Krowl
Spring Clothing Drive	4/29/17	Bonnie Mendralla Dee Krowl
Car Wash at Oldwick Firehouse	5/6/17	Bonnie Mendralla Dee Krowl

Motion carried on a roll call vote.

SUPERINTENDENT’S REPORT: There was one HIB report for the month of March. Mr. Yerger reported that there was one investigation, unfounded.

LEGISLATIVE REVIEW: Information was provided in School Board Notes pertaining to federal budget cuts.

UNFINISHED BUSINESS: Motion was made by Mrs. Jenkins and seconded by Mrs. Ackerman to approve the following:

Add a bus stop at the C. house in Califon.

Motion carried on a roll call vote.

NEW BUSINESS: None

AUDIENCE: None

CURRICULUM: Motion was made by Mrs. Larsen and seconded by Mr. Thorp to approve the following field trip for the 2016-2017 school year.

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
8th Grade	Cast and Crew members of the 8th Grade Play “Bye Bye Birdie” will be bused to Tewksbury Elementary School to put on an abbreviated performance for the students.	3/29/17	-0-

Motion carried on a roll call vote.

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

At the recommendation of the Superintendent, approve Amanda Narcisi as a maternity leave replacement Spanish teacher effective approximately April 24, 2017 through approximately June 30, 2017 at Step 1, BA \$54, 193 (pro-rated).

At the recommendation of the Superintendent, approve the maternity leave for employee #6635, STEM and 5th grade math teacher, effective approximately May 27, 2017. Employee will use remaining sick days and one personal day prior to maternity leave. Expected date of return is November 1, 2017.

At the recommendation of the Superintendent, approve Edward Sheehan as a substitute Bus Driver for the 2016-2017 school year pending criminal history review.

At the recommendation of the Superintendent, approve Cynthia Webb as a substitute Nurse for the 2016-2017 school year pending criminal history review.

Motion carried on a roll call vote.

ADJOURNMENT:

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to adjourn the meeting. The time was 8:30 p.m.

Motion carried.

Respectfully submitted,

Joanne Black/Board Secretary