

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Board Meeting

November 22, 2016

**PRESENTATION:**

- Presentation by Tyler Cashman (8th grade student) and Heather Jean Olla (teacher) of a plaque from the US Pain Foundation for Tewksbury's participation in the Points for Pain fundraiser.

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:20 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. Bartels, Mrs. Jenkins, Mr. Regan, Mrs. Resnick (arrived at 7:38), Dr. Schiller, Mrs. Ackerman

**ABSENT:** Mrs. Geoffrion, Mrs. Larsen,

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

**PRESENTATION:**

- Ms. Rowland presented the November Staff Recognition Recipients with certificates. The following award recipients were present: Lori Nichols, Jeff Munsey, Amy Allen

**APPROVAL OF MINUTES:**

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

- October 13, 2016 Committee of the Whole Meeting
- October 13, 2016 Executive Session
- October 27, 2016 Regular Board Meeting
- October 27, 2016 Executive Session

Motion carried.

**POLICY:**

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

- 2131 Chief School Administrator
- 2224 Nondiscrimination-Affirmative Action
- 4111 Recruitment, Hiring and Selection
- 4111.1, 4211.1 Nondiscrimination, Affirmative Action
- 4112.4 4212.4 Employee Health
- 4113, 4213 Assignment; Transfer
- 4211 Recruitment, Selection and Hiring
- 5114 Suspension and Expulsion
- 5145.4 Equal Educational Opportunity
- 6121 Nondiscrimination, Affirmative Action
- 6164.2 Guidance Services

Motion carried on a roll call vote.

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

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

Motion carried on a roll call vote.

Ms. Rowland discussed changes with new USDA regulations as it relates to the Wellness policy. Ms. Rowland is recommending allowing the approved purchases from Maschio’s and other pre-approved items for school functions.

Mrs. DeStefano joined the meeting and Mrs. Rowland presented her with her Staff Recognition Certificate.

**FINANCE:**

Motion was made by Mrs. Bartels 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 September 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.

\_\_\_\_\_  
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 September 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.

Accept the Board Secretary’s Report and the Cash Account Reconciliation Report for month ending September 30, 2016.

Approve the attached list of transfers.

Approve the list of bills dated November 22, 2016 in the amount of \$1,004,309.28.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/Mileage	Event/Destination
Megan Verderamo	11/29/16	\$0.00	-0-	yes	Hunterdon County Dept. of Education - School Security, Memorandum of Agreement & Gang Awareness
Liz Gentile	12/6/16	\$199.99	-0-	yes	Yoga Mindfulness for Kids: Improve Emotional Regulation and Increase Attention
*Kimberly Leonhardt	12/9/16	\$120.00	-0-	yes	NJASP Winter Conference
*Nicole Amato	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Camille Bristow	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Allison Caruso	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Regina DeStefano	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Lori Nichols	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Becky Palmer	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Steven Strange	12/14/16	\$125.00	-0-	yes	NJACE Science Institute
*Jeff Munsey	Monthly through 6/30/16	\$250 Annual Fee	-0-	yes	NJ School Buildings & Grounds Assn. -Hunterdon/Warren Chapter

Accept the annual Audit and Management Report (AMR), and Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2016.

Approve entering into contract with Somerset County Educational Services Commission for a Speech-Language Evaluation for student #5344566836 at a cost of \$340.00.

Accept the receipt of \$ 5,516.29 for the FEMA reimbursement for costs related to the snow storm Jonas in January 2016.

Accept the receipt of \$8,764.49 for e-rate funds for reimbursement for telecommunications for the period 1/2016 through 6/2016.

Approve entering into a joint transportation agreement for school year 2016/2017 with Califon School District to transport eleven Califon students attending Tewksbury Township School District as choice students for a total cost of \$9,724.00.

Approve entering into a joint transportation agreement for school year 2016/2017 with Lebanon Township School District to transport two Tewksbury Township students attending Lebanon as choice students for a total cost of \$1,730.00.

Approve the tuition contract with Lebanon Township School District for the school year 2016/2017 For SID# 3277384614 in the amount of \$16,000.00.

Accept the audit recommendations and approve the corrective action plan as follows:

- Administrative practices and procedures-none
- Financial planning,accounting and reporting-none
- School purchasing program-action to be taken
- School food services-no action required
- Student body activities-no action required
- Application for state school aid-no action required
- Transportation-no action required
- Facilities and capital assets-action to be taken
- Miscellaneous-no action required
- Status of prior year audit finding/recommendations-action to be taken

Motion carried on a roll call.

## **TECHNOLOGY**

The technology team will be meeting on 12/1 for project updates.

## **FACILITIES**

Mrs. Black reviewed the following:

- Loading Dock/stairway update
- Discussion/timeline of HVAC review at OTS and TES
- NJDEP inspection of wastewater treatment plant at TES conducted on November 18, 2016.
- Mr. Eric Clarkson, Ahera environmental consultant, will present and discuss the indoor air quality/mold analysis report at the December 8, 2016 Committee of the Whole Meeting.

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

Accept the proposal from SSP Architects for professional services for the pump station repairs at the Old Turnpike School for a fixed fee of \$11,000.00.

Accept the proposal from SSP Architects for professional services for the HVAC/insulation repairs at the Tewksbury Elementary School for a fixed fee of \$37,840.00.

Accept the proposal from Ahera Consultants for microbial testing and project management in the amount of \$5,840.00. This was awarded under Sec 18A:18-7 Emergency Contracts.

Mr. Brian Regan exited the meeting.

Motion carried on a roll call.

## **COMMUNICATIONS**

Mrs. Bartels inquired about the updating of the school website.

## **OTHER**

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

Approve the Nursing Services Plan for the 2016-2017 school year.

Motion carried on a roll call.

## **PERSONNEL**

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

Approve the following substitute teachers for the 2016-2017 school year pending criminal history review:

- Arielle Fleischer
- Lulu Slaughter
- Erika Negrin
- Christopher Tavaglione
- Lauren Marianino
- Phyllis Pedersen
- Monica Scala

Motion carried on a roll call.

## **SUPERINTENDENT'S REPORT**

Discussion

- HIB - There were no incidents for the month of November

## **LEGISLATIVE REVIEW**

- Release of superintendent cap and flat choice funding

## **UNFINISHED BUSINESS**

- QSAC review was submitted to the NJDOE.

## **AUDIENCE**

Mr. Scott Tarpley, 6 Keats Road, Pottersville, NJ, has requested that the Board review the decrease in test scores. The BOE responded that they will review under curriculum.

## **EXECUTIVE SESSION**

Motion was made by Mrs. Bartels and seconded by Mrs. Jenkins to enter Executive Session. The time was 9:33 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:

Approve Elizabeth Stryker as a maternity leave replacement Spanish teacher effective 11/28/16 through 1/27/17 at Step 1, BA \$54,193 (pro-rated).

Motion carried on a roll call.

**ADJOURNMENT**

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to adjourn the meeting. The time was 9:43 p.m.

Motion carried.