

Minutes December 21, 2017

TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
Regular Board Meeting  
December 21, 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 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 (arrived 7:07), Mrs. Bartels, Mrs. Frank, Mrs. Jenkins (arrived 7:17), Mr. Mulroony, Mrs. Pettegrove, Mr. Thorp, Mrs. Larsen (arrived 7:07)

**ABSENT:** Mrs. Geoffrion

**ALSO PRESENT:** Dr. Roseann Humphrey, Interim Superintendent, 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. Pettegrove to approve the following minutes:

- November 8, 2017 Committee of the Whole Meeting
- November 21, 2017 Regular Board Meeting

Motion carried on a roll call vote.

**CURRICULUM:** Motion was made by Mrs. Bartels and seconded by Mrs. Pettegrove to approve the following field trips for the 2017-2018 school year:

| <b>Group/Class</b> | <b>Event/Destination</b>           | <b>Date</b> | <b>Approximate<br/>Cost Per Student<br/>(Cost of Attendance not<br/>Paid by District)</b> |
|--------------------|------------------------------------|-------------|---|
| 8th Grade          | Holiday Ensemble to perform at TES | 12/22/17    | \$0.00  |

Motion carried on a roll call vote.

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

**Motion to approve the following policies on second reading:**

- 6145.5 Student Government

Motion carried on a roll call vote.

Mrs. Pettegrove asked if the student council would be attending Board Meetings. Dr. Humphrey responded that they will be attending Board Meetings in the new year.

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

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

Approve the attached list of transfers.

Approve the list of bills dated December 21, 2017 in the amount \$1,323,218.62.

**Motion to approve the following:**

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

| Staff Member     | Date              | Registration | Other Expenses | Travel/Mileage | Event/Destination  |
|------------------|-------------------|--------------|----------------|----------------|--|
| Bob Hoffman      | 3/22/18 - 3/23/18 | \$350.00     | \$172.00 hotel | yes            | 50th Annual NJ Pupil Transportation Conference & Equipment Show, Atlantic City, NJ     |
| Cynthia Weiss    | 12/19/2017        | -0-          | -0-            | yes            | SAIF Meeting, Hampton, NJ  |
| Cynthia Weiss    | 12/12/17          | -0-          | -0-            | yes            | NJASBO Payroll Fundamentals, Mt. Laurel, NJ  |
| Kristen Rinehart | 12/13/17          | \$125.00     | -0-            | yes            | RVCC Science Institute-Using cross cutting concepts to investigate a natural phenomena |
| Kristen Rinehart | 1/31/18           | \$125.00     | -0-            | yes            | RVCC Science Institute-Constructing explanations and arguments for natural phenomena   |
| Kristen Rinehart | 3/7/18            | \$125.00     | -0-            | yes            | RVCC Science Institute-Planning NGS aligned lessons                                    |

Approve entering into contract with Nina Finkler Autism Consulting, LLC services for Child Study Team Meetings (Planning, Eligibility, IEP, Reevaluation, etc.) for 2017-2018 school year beginning December 8, 2017 through June 30, 2018 at a rate of \$75.00 per hour, one hour minimum.

Approve placement of student #8176209656 at Montgomery Academy for the 2017-2018 School Year beginning December 12, 2017 through June 30, 2018 at a per diem tuition rate of \$342.07 plus transportation.

Accept the receipt of \$4,973.13 from State of New Jersey for reimbursement of the direct sampling costs for the state mandated lead testing program.

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

| Name/Description of Fundraiser   | Date                | Advisors                      | # of Chaperones          |
|--|---------------------|-------------------------------|--------------------------|
| Holiday Ornament<br>Proceeds to: 8th Grade DC Trip                                     | 12/1-12/30          | Bonnie Mendralla<br>Dee Krowl | 0                        |
| Grade 5-8 School Dance (4 hours)<br>Proceeds to: 8th Grade Dinner Dance                | 12/15/17            | Bonnie Mendralla<br>Dee Krowl | 4<br>(includes Advisors) |
| Turnkey Clothing Drive (Donation Bin in Parking Lot)<br>Proceeds to: 8th Grade DC Trip | 12/2017 -<br>6/2018 | Bonnie Mendralla<br>Dee Krowl | 0                        |

Approve the preschool tuition rate in the amount of \$700 per month for the 2018-2019 school year.

Motion carried on a roll call vote.

**TECHNOLOGY:** The rollout of ChromeBooks for fifth grade will take place on January 10, 2018.

Mrs. Jenkins entered at 7:17.

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

Approve the following organizations to use the school facilities through January 31, 2018.

- Board of Education
- Boy Scouts
- Child Study team
- Girl Scouts
- Morris County Arts Workshop
- Odyssey of the Mind
- PTA
- TAA
- TEF
- TFAF
- Tewksbury Historical Society

Documentation is available in the Board of Education office.

Motion carried on a roll call vote.

**COMMUNICATION:** Mrs. Jenkins would like the district to move to a more professional survey tool such as Qualtraks at a cost of \$2,500 per year. Dr. Humphrey stated that the district is utilizing the district website to communicate information to parents and the community and is looking into the best way to communicate that a district policy has been revised or added. There will be an additional tab added to the website for athletics.

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

Approve the following resolution:

**TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
RESOLUTION**

**In Support of Continued Collaborative Discussions with Boards of Education of the North Hunterdon-Voorhees  
Regional High School District Board of Education and Its Constituent Districts.**

WHEREAS the Tewksbury Township School District is a constituent district of the North Hunterdon-Voorhees Regional High School District, and students residing in this School District attend school in the North Hunterdon-Voorhees Regional High School District in grades 9 through 12;

WHEREAS, since May 2017, representatives of the boards of education of the Regional High School District and its constituent districts have met several times to discuss policy issues of shared interest; and these meetings have provided valuable opportunities to share information and discuss education policy issues of interest to the participating boards of education and their communities;

WHEREAS, continuing to meet regularly with representatives of the boards of education of the Regional High School District and its constituent districts would provide additional opportunities to share information and discuss education policy issues of interest; and through such meetings, the boards of education may develop a vision for education in Northern Hunterdon County and explore solutions for problems facing all of our Board of Educations and Communities; and

NOW, THEREFORE, BE IT RESOLVED that the Board President shall be and hereby is authorized to appoint one or more representatives of the Board of Education to attend such meetings, quarterly or at a frequency determined to be beneficial and convenient, and to report to the Board of Education on discussions and developments of interest; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be attached to the minutes of this meeting of the Board of Education and published on the Tewksbury Township Board of Education website.

Motion carried on a roll call vote.

**SUPERINTENDENT'S REPORT:** There were no HIB incidents for the month of December 2018. Dr. Humphrey announced the winners of the Governor's Educator of the Year: Kristen Rhinehart-TES, Allison Caruso-OTS were the Teacher of the Year winners and Kimberly Leonhardt-TES, Emily Searle-OTS were the Governor's Educational Services Professional winners. The Administration will be bringing a motivational speaker in for a Drug Awareness/Education presentation.

**LEGISLATIVE REVIEW:** None.

**UNFINISHED BUSINESS:** Dr. Humphrey met with the 8th grade team to review their homework policy. Dr. Humphrey notified the Board that the School Choice acceptance letters have been sent out. There were 7 seats available and a lottery was held. Mrs. Jenkins will contact NJ School Boards Association regarding updates.

**NEW BUSINESS:** None.

**AUDIENCE:** No comments from the audience.

**EXECUTIVE SESSION:** Motion was made by Mrs. Larsen and seconded by Mrs. Pettegrove to enter Executive Session. The time was 7:40 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 matters and a grievance hearing for approximately one hour. 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.

Motion carried.

Regular session resumed at 8:50 p.m.

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

Approve the request for FMLA leave for employee ID#6514, Old Turnpike School Technology/STEM teacher from February 20, 2018 through March 23, 2018.

Approve the continuation of the position of Student Safety Coordinator at Old Turnpike School held by Patty Greeby at an annual stipend of \$2,108.00 (pro-rated) for the remainder of the 2017-2018 school year.

Accept, with regret, the resignation of Lori Pollack, Bus Driver, effective December 31, 2017.

Motion carried on a roll call vote.

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

Accept, with regret, the resignation of Katharine Natale, Special Education Instructional Aide, effective December 29, 2017.

Motion carried on a roll call vote.

Mrs. Larsen inquired about the policy regarding the cancellation of a meeting of a club and if they are rescheduled for another day.

Mrs. Bartels thanked Mrs. Larsen for her service as a Board of Education member to the district. Mrs. Larsen thanked the Board and asked them to keep in mind that education comes first.

**ADJOURNMENT:**

Motion was made by Mrs. Larsen and seconded by Mr. Mulroony to adjourn the meeting. The time was 9:01 p.m.

Respectfully submitted,

Joanne Black  
Board Secretary