

Minutes January 24, 2019 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
Regular Board Meeting  
January 24, 2019

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:07 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. Carrino, Dr. Deeney, Mrs. Frank, Mrs. Johnson, Mrs. Larsen, Mr. Mulroony, Mr. Thorp, Mrs. Pettegrove

**ALSO PRESENT:** Dr. Roseann Humphrey-Interim Superintendent, Mrs. Joanne Black-Business Administrator

**PRESENTATION:** None.

**CORRESPONDENCE:** A thank you letter for the giving tree gifts was received from Anderson House.

**PUBLIC COMMENT:** Former student, Tyler Cashman, thanked the Board for the opportunity to hold the Points for Pain basketball game at Old Turnpike School.

**APPROVAL OF MINUTES:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following minutes:

- December 6, 2018 Committee of the Whole Meeting
- December 6, 2018 Executive Session
- December 20, 2018 Regular Board Meeting
- December 20, 2018 Executive Session

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Paulette Frank, Erica Johnson, Lori Larsen, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

**CURRICULUM:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to approve the following events/field trips for the 2018-2019 school year.

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
-------------	-------------------	------	--

4th & 5th Graders 1 or two teams	Code Monkey (Coffee Script programming language) annual coding competition. Students work on challenges at home. Teams will be advised by Kristen Rinehart.	Jan.-March 2019	-0- \$49/team paid by district
5th-8th Gr. Band & Strings	Voorhees H.S. concert for sending districts	2/21/19	-0-
2nd grade	Whittemore Wildlife Sanctuary, Oldwick, NJ to study Bee Pollination	5/7/19	\$11.50
Pre-K	Raritan Valley Community College Planetarium	3/28/19	\$12.00

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Paulette Frank, Erica Johnson, Lori Larsen, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

**POLICY:** None.

**FINANCE:** Motion was made by Mrs. Pettegrove 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 November 30, 2018, 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 November 30, 2018, 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 November 30, 2018.

Approve the attached list of transfers.

Approve the list of bills dated January 24, 2019 in the amount of \$1,228,051.24.

Approve entering into contract with Rutgers RWJMS-Dept. of Psychiatry for a Psychiatric Evaluation for student #3566157597 at a cost not to exceed \$1,000.00.

Approve the Joint Transportation Agreement between Lebanon Township School District and Tewksbury Township School District. Lebanon Township will transport three Tewksbury residents attending Lebanon school district as school choice students at a cost of \$865/student. Invoice payable in equal payments of \$2,595.00 in January and May.

Approve the following workshops for the 2018-2019 school year.

Staff Member	Date	Registration	Other Expenses	Event/Destination
Jennifer Burns	4/5/19	\$250.00	-0-	14th Annual NJABA Conference - Somerset, NJ

Sheila Donovan	2/22/19	\$199.00	-0-	Section 504 in New Jersey - Parsippany, NJ
Bob Hoffman, Jr.	3/28/19 & 3/29/19	\$350.00 - Conf. \$172.00 Hotel	-0-	50th Annual NJ Pupil Transportation Conference & Equipment Show - Atlantic City, NJ
Emmalee Hedlund	2/21/19 - 2/23/19	\$170.00	-0-	2019 NJMEA Annual Music Conference - East Brunswick, NJ

Mileage expenses will be reimbursed in accordance with school policy.

Approve the following fundraising event for the 2018-2019 school year:

Name/Description of Fundraiser	Date	Advisors
8th Grade Otis Spunkmeyer Cookie Dough Sale. Proceeds will go to the 8th Grade Washington DC Trip.	2/7/19 - 2/21/19	Dee Krowl Bonnie Mendralla

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Paulette Frank, Erica Johnson, Lori Larsen, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Mrs. J. Black asked the Board if February 7th was acceptable for the auditor to come to the Board Meeting if Mr. Ardito is available.

**TECHNOLOGY:** Dr. Deeney asked if a calendar could be placed in the Google Drive for the BOE. Dr. Humphrey will follow up.

**FACILITIES:** Mrs. Black discussed the HVAC project at Old Turnpike School. The bid opening is 2/13/19. The TES controls project is slated for approval by the BOE at a February meeting to bid during March. Dr. Deeney asked if there were extracurricular programs for the middle school. Dr. Humphrey spoke about opening a Zen room for the students.

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

Approve the following organizations to use the school facilities through March 31, 2019. Documentation is available in the Board of Education office.

- Boy Scouts
- Girl Scouts
- Hunterdon County YMCA
- Morris County Arts Workshop
- Odyssey of the Mind
- Tewksbury PTA
- Tewksbury Athletic Association
- Tewksbury Education Foundation

Approve the submission of the Health and Safety Evaluation of School Buildings Statement of Assurance to the NJDOE.

Approve the submission of the project applications for both the Old Turnpike School and Tewksbury Elementary School for HVAC Controls Projects. The projects will be "Other Capital Projects", where no state funding will be requested. The Board also approves the amendment to the LRFP, if required.

Approve Gianforcaro Architects, Engineers & Planners to go out for bid for the HVAC Control projects.

Approve the FUNctional Fitness after school program for grades 3-5 at Tewksbury Elementary School. This is an 8-week program beginning in March, 2019 at a cost of \$15/participant per session payable directly to Pro-Activity.

Accept the quote from Halecon Inc. 136 Billian Street, Bridgewater, NJ for the drainage improvements at the Tewksbury Elementary School in the amount of \$ 9,870.00.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Paulette Frank, Erica Johnson, Lori Larsen, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

**COMMUNICATIONS:** The Board discussed the website changes they would like to make and would like Mr. J Belske to attend the meeting on February 21st to speak about the technology budget. Mrs. Pettegrove spoke about e-mail received from TEF regarding communication to the community about the superintendent search. The BOE will communicate directly with the community.

**OTHER:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following:

Approve Michele Lawrey, a graduate student at The College of New Jersey, to perform her student teacher placement at Tewksbury Elementary School from March 11, 2019 through May 3, 2019. Ms. Lawrey will be placed with Mrs. Becky Chapman, first grade.

Approve Grace Page, a nursing student at Rutgers School of Nursing, to perform her school nurse clinical nursing practicum approximately 1 day per week at Tewksbury Elementary School from February, 2019 through May, 2019 with School Nurse Judi Piccolo-Torsky.

Approve the Toy Collection Drive at Old Turnpike School run by student Isabella Settembrini, from February 1, 2019 through February 15, 2019. Collection boxes will be placed in each homeroom. All toy donations will go to Goryeb Children's Hospital.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Paulette Frank, Erica Johnson, Lori Larsen, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

**SUPERINTENDENT'S REPORT:** There were no HIB cases to report for the month of January, 2019. The preschool playground ribbon cutting ceremony scheduled for January 25th was canceled due to the inclement weather.

**LEGISLATIVE REVIEW:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Mrs. P. Frank inquired about the incident on the ski lift. Dr. Humphrey will look into it. Mrs. L. Ackerman asked about reducing the number of board members to seven if there is difficulty in getting board members. Mrs. L. Ackerman will share out information.

**AUDIENCE:** None.

**EXECUTIVE SESSION:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to enter Executive Session. The time was 7:45 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 legal and personnel matters for approximately thirty 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 may be taken.

Regular session resumed at 8:45 p.m.

**PERSONNEL:** Motion was made by Mrs. Pettegrove and seconded by Mr. Thorp to approve the following:

At the recommendation of the Interim Superintendent, approve Alyssa Forsythe as a full time ASAP Teacher beginning January 9, 2019 through June 30, 2019 at Step 1 BA \$54,193.00 (pro-rated).

At the recommendation of the Interim Superintendent, approve Tracey O'Brien as a temporary leave replacement, part time Language Arts Teacher beginning January 2, 2019 through approximately March 26, 2019 at Step 1 BA hourly salary \$37.79/hour.

At the recommendation of the Interim Superintendent, approve Kelly Scardelli as a temporary leave replacement, part time Project Aspire Teacher beginning January 21, 2019 through approximately March 26, 2019 at Step 1 BA hourly salary \$37.79/hour.

At the recommendation of the Interim Superintendent, approve Darcy Harp as a part-time long term substitute replacement teacher for Physical Education beginning February 1, 2019 through an end date to be determined at Step 12 BA \$50.54 per hour.

Approve the request from Yahna Fiscarelli, Tewksbury Elementary School ASAP teacher, to extend her maternity leave by one month. Ms. Fiscarelli's new return date will be Monday, April 1, 2019.

Approve the request from Cathy Pepe, Tewksbury Elementary School Secretary, to take intermittent leave without pay in compliance with FMLA during the months of January and February, 2019.

Approve the following honoraria positions for the 2018-2019 school year:

Last Name	First Name	Honoraria Position	Compensation
Lobb	Tom	Baseball Head Coach	\$4,401.00
Jennings	Patty	Softball Head Coach	\$4,401.00
Caruso	Allison	Softball Assistant Coach (as needed)	\$2,198.00
Fortino	Mike	Boys Lacrosse Head Coach	\$4,401.00
Harp	Darcy	Girls Lacrosse Head Coach	\$4,401.00
Polinger	Nicole	Girls Lacrosse Assistant Coach (as needed)	\$3,721.00
Zisk	Cathy	Track and Field Head Coach	\$4,401.00

Berg	Pete	Track and Field Assistant Coach (as needed)	\$3,721.00
------	------	---	------------

*Rescind Personnel Motion #1 from December 6, 2018 BOE meeting to Approve Briana DiMaggio as a full-time Instructional Aide beginning January 2, 2019 through June 30, 2019 at Step 2 \$15.60 per hour pending criminal history review.*

At the recommendation of the Interim Superintendent, approve Joelle DiSessa as a full-time Instructional Aide beginning January 28, 2019 through June 30, 2019 at Step 3 at \$15.89 per hour.

At the recommendation of the Interim Superintendent, approve Monica Scala as a full-time Instructional Aide beginning January 28, 2019 through June 30, 2019 at Step 2 at \$15.60 per hour.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Angela Deeney, Paulette Frank, Erica Johnson, Lori Larsen, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

**ADJOURNMENT:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to adjourn the meeting. The time was 8:47 p.m.

Motion carried.

Respectfully submitted,

Joanne Black  
Board Secretary