

Minutes June 27, 2019 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Regular Board Meeting

June 27, 2019

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. DeLong at 7:00 p.m. in the Library of the Old Turnpike School.

Ms. DeLong 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, Dr. Deeney, Mrs. Frank, Mrs. Johnson, Mrs. Larsen, Mr. Mulroony, Mr. Thorp, Mrs. Pettegrove

ABSENT: Mrs. Carrino

ALSO PRESENT: Dr. Timothy Frederiks-Acting Superintendent, Ms. Lisa DeLong-Interim Business Administrator, Dr. Jennifer Shouffler-future Superintendent

PRESENTATION: The Old Turnpike School softball team was recognized for their winning season.

CORRESPONDENCE: An e-mail was received stating that the facility project applications were approved by the Department of Education for the LRFP to be revised.

PUBLIC COMMENT: None.

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

- May 2, 2019 Committee of the Whole Meeting
- May 2, 2019 Executive Session
- May 23, 2019 Regular Board Meeting
- May 23, 2019 Executive Session
- April 17, 2019 Regular Board Meeting Amended Minutes

Final Resolution: Motion carried on a roll call vote.

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

Absent: Jillian Carrino

CURRICULUM: Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to approve the following field trips for the 2019-2020 school year.

Grade	Field Trip Destination	Date (Approx.)	Cost	Staff Member
Pre-K	Whittemore Wildlife Sanctuary	September	\$5	Tosco
Pre-K	West Portal Pumpkin Patch	October	\$10	Tosco
Pre-K	Raritan Valley College Planetarium	March	\$10	Tosco
Pre-K	Whittemore Wildlife Sanctuary	May	\$10	Tosco
Pre-K	Ort Farm	May	\$10	Tosco
Pre-K	Califon Park	June	None	Tosco
K	Tewksbury Police Station/ Rescue Squad	March/April	0	Schaub
K	Frelinghuysen Arboretum	April / May	\$10	Regan
K	Fosterfields Farm	April/ May	\$10	Gentile
1	Centenary or RVCC for a play	October/November 2019	\$9	Picardo
1	Jenkinsons (stay trip, they come to us)	January 2020	None - PTA Grant	Picardo
1	RVCC Planetarium	March 2020	\$12	Picardo
2	Whittemore Park	May	\$10	Bristow
2	Teetertown Ravine	May	\$6	DeStefano
3	Davinci Science Center	March 2020	\$10	Nichols
3	Echo Hill Park	June 2020	\$5	Pill
3	Merrill Creek Reservoir	September 2019	Free	Pill
3	Waterloo Village	November 2019	\$10	Emge
4	RVCC	October/ November	\$12	Wilkinson
4	Franklin Mineral Mine	October	\$12	Wilkinson
4	Washington's Crossing Park	May	\$9.50	Wilkinson
4	SPLASH Floating Classroom	June	\$25	Wilkinson
5	Bronx Zoo	October 2019	\$75.00	Zisk
5	Museum of Natural History	April 2020	\$75.00	Zisk
5	NJSO Performance	May 6, 2020	\$8	Hedlund
6	Camp Mason	April 2020	\$200	Caruso
7	Philadelphia	April/May 2020	\$75	Preston
8	Clinton Township Middle Sch for Michael Fowlin	October 29, 2019	None - Municipal Alliance Grant	Cutri-French

8	Voorhees High School for HS orientation	January 2020	None	Cutri-French
8	Peer Leadership Conference	Feb 2020	\$50.00	Krowl
8	NYC Play	Nov 2019	\$75.00	TEF/Krowl
8	DC	May 2019	\$550.00	Krowl
5-8	Voorhees HS Pops Concert	February 2020	None	Spina/Polinger
6-8	Voorhees HS Music Workshop	December 2019	None	Spina/Polinger
6-8	Hersheypark Festival	May 2020	\$120	Spina/Polinger
6-8	Women's Club Luncheon	December 2019	none	Spina
6-8	Battle of the Books	March/April 2020	\$1	Searle

Final Resolution: Motion carried on a roll call vote.

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

Absent: Jillian Carrino

POLICY: Honor Roll procedures were discussed.

Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to approve the following policy on second reading:

- 4150/4250 Family Leave and Medical Leave

Final Resolution: Motion carried on a roll call vote.

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

Absent: Jillian Carrino

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

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of April 30, 2019, 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 April 30, 2019 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 April 30, 2019.

Approve the attached list of transfers.

Approve the list of bills dated June 27, 2019 in the amount of \$1,831,480.09.

Approve the following workshops

Staff Member	Date	Registration	Other Expenses	Event/Destination
Jennifer Shouffler	9/26-9/27/19	\$0.00	Hotel \$189.50	Hunterdon County Superintendent's Conference, Shwanee on Delaware, PA
Barbara Simcox	8/2/19	\$150.00	-0-	Google Docs for Administrative Assistants and Secretaries, Bridgewater, NJ

Mileage expenses will be reimbursed in accordance with school policy.

Approve the following resolution: (Finance Committee Meeting June 25, 2019 to discuss and finalize recommendation) The goal is to have no more excess surplus than \$350,000.

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Tewksbury Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed \$800,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Tewksbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

BE IT RESOLVED, that the Board approve the following resolution:

Approval to Transfer Current Year Surplus to Capital Reserve Account

Approve placement of student #6343430400 at Somerset Hills Learning Institute for the 2019 Extended School Year Program beginning July 3, 2019 through August 16, 2019 at a tuition rate of \$16,605.90 plus transportation.

Approve placement of student #6343430400 at Somerset Hills Learning Institute for the 2019-2020 School Year beginning September 3, 2019 through June 30, 2020 at a tuition rate of \$99,635.40 plus transportation.

Approve placement of student #8342943881 at Harbor Haven Day Camp (LLC) for the 2019 Extended School Year Program beginning July 1, 2019 through July 26, 2019 at a tuition rate of \$6,000.00 plus transportation cost of \$800.00.

Approve placement of student #8342943881 at Montgomery Academy for the 2019-2020 School Year beginning September 5, 2019 through June 30, 2020 at a tuition rate of \$65,260.80 plus transportation.

Approve placement of student #2939084202 at The Arc of Essex County Stepping Stones School for the 2019 Extended School Year Program July 1, 2019 through August 13, 2019 at a tuition rate of \$9,600.00 plus transportation.

Approve placement of student #2939084202 at The Arc of Essex County Stepping Stones School for school year 2019-2020 beginning September 5, 2019 through June 30, 2020 at a tuition rate of \$57,600.00 plus transportation.

Final Resolution: Motion carried on a roll call vote.

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

Absent: Jillian Carrino

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

Accept the bid and award a contract for the following Facility Projects Summer/Fall of 2019 as reviewed by the district architect and attorney:

- Toilet Rooms at OTS
Iron Mountain Base Bid \$ 212,095

Final Resolution: Motion carried on a roll call vote.

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

Absent: Jillian Carrino

TECHNOLOGY: None.

FACILITIES: The TES Playground Inspection was performed by Insurance Consortium Engineer. Recommendations were discussed.

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

Approve the disposal of the reach-in freezer and the reach-in refrigerator from the Old Turnpike School kitchen.

Approve the purchase of OTS Kitchen Serving Line in the amount of \$32,567 from Chef's Corner, with a contribution coming from the General Fund to purchase CAFE capital equipment.

Motion to approve a 360 tractor from Storr Tractor in the amount of \$22,169.

Final Resolution: Motion carried on a roll call vote.

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

Cynthia Pettegrove
Absent: Jillian Carrino

COMMUNICATIONS: None.

OTHER: Removing one day from the 2019-2020 school calendar was discussed. A motion will be added to the July agenda.

SUPERINTENDENT'S REPORT: There were no HIB incidents for the month of June. The School Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act reports for 2017-2018 had positive results.

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

Approve McGowan LLC for Well Water Compliance management for the 2019-2020 school year.

Final Resolution: Motion carried on a roll call vote.

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

LEGISLATIVE REVIEW: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

AUDIENCE: Ms. Brandi Hawkins asked about the kindergarten screening procedures.

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to enter executive session. The time was 8:20 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 for approximately 30 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 8:40 p.m.

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

Approve Bonnie Mendralla as a summer technology IT support technician on an as needed basis at the rate of \$15 per hour for a maximum of ten weeks.

Approve Ryan Dec as a summer technology IT support technician on an as needed basis at the rate of \$15 per hour for a maximum of ten weeks.

Approve the payment of a longevity bonus for Marilynne Regan to be grandfathered in to the new contract. (TES0024)

Approve the payment of a longevity bonus for Bonnie Mendralla to be grandfathered in to the new contract. (OTS0018)

Approve incoming Principal, Michael Mitchell, to work as a consultant for two days prior to his start date at the per diem rate of \$541.67. (OTS0001A)

Approve Acting Principal, Timothy Frederiks, to work as a consultant, as needed, to transition with Michael Mitchell at the rate of \$500 per diem. (OTS0001A)

Approve Frederick de Jaeger as a middle school math teacher effective August 26, 2019 through June 30, 2019 at Step14, MA \$83,468.00. (OTS0018)

Approve Mildred Grant as a school bus driver effective August 29, 2019 through June 30, 2019 at the rate of \$20.50 per hour for approximately five hours per day. (D0005A)

Resolved, that the Board of Education hereby rescinds the reemployment of Employee I.D. #6704 for the 2019-20 school year. (D0005A)

Accept, with regret, the retirement letter from Brenda McCabe, TES Special Education Teacher, effective September 1, 2019. (TES0022)

Approve the addition of a part-time special education position for the 2019-2020 school year. (OTS0022B)

Approve the revised job description for the Executive Secretary to the Superintendent.

Approve the following honoraria positions for the 2019-2020 school year.

First Name	Last Name	Honoraria Position	Compensation
Peter	Berg	Summer STEM & Technology Curriculum Writing (not to exceed 30 hours)	\$40/hour

Approve Grace Page as a Nurse substitute for Extended School Year Program beginning July 1, 2019, through August 1, 2019, Monday through Thursday, at the approved substitute rate of pay on an as needed basis.

Approve Judy Wyckoff as a Home Instruction Teacher for the 2019-2020 School Year beginning August 29, 2019 through June 30, 2020 at \$40.00 per hour plus mileage.

Approve Umar Baldwin as a summer custodian to work 20 hours per week from approximately June 20, through August 23, 2019 at the rate of \$10/12 per hour depending on experience.

Approve to hire Patrice DelGrande as an elementary school teacher for the 2019-2020 school year beginning August 26, 2019 through June 30, 2020 at Step 10, MA+30 at a salary of \$74,333.00. (TES 0013)

Approve the following honoraria positions for the 2019-2020 school year.

First Name	Last Name	Position	Compensation
Regina	De Stefano	Odyssey of the Mind OTS (Co-Advisor)	\$975.00
Donna	Lance	Odyssey of the Mind OTS (Co-Advisor)	\$975.00

Final Resolution: Motion carried on a roll call vote.

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

Absent: Jillian Carrino

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Mrs. Larsen to adjourn the meeting. The time was 8:50 p.m.

Motion carried.

Respectfully submitted,

Lisa DeLong
Board Secretary