

Minutes March 22, 2018 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting
March 22, 2018

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. Frank, Mrs. Jenkins, Mrs. Johnson, Mr. Mulroony, Mr. Thorp, Mrs. Pettegrove

ABSENT: Mrs. Geoffrion

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

PRESENTATION:

- Alex Scala and Emily Woodruff - student council representatives, gave an update on student happenings.

CORRESPONDENCE: None.

PUBLIC COMMENT: Ms. Lisa Fritz asked if consideration is given to the efficiency of bus transportation routes. She also hopes that the Board follows through with the calendar as it was approved earlier in the year to be in alignment with the high school. Ms. Heather Barrett inquired if we were going over new safety protocol. Dr. Humphrey stated that security is being reviewed.

APPROVAL OF MINUTES:

Motion was made by Mrs. Pettegrove and seconded by Mr. Mulroony to approve the following minutes:

Motion to approve the following minutes:

- January 3, 2018 Reorganization Meeting
- February 8, 2018 Committee of the Whole Meeting
- February 22, 2018 Board Meeting
- February 22, 2018 Executive Session Meeting

Mrs. Jenkins left the room at 7:25 p.m.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion, Mrs. Jenkins(for this vote)

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

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
5th & 6th Grades	The Institute for Holocaust and Genocide Studies at RVCC	5/2/18	\$0.00

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion, Mrs. Jenkins

Mrs. Jenkins returned to the room.

Mrs. Jenkins asked if there was any additional information on PARCC testing in light of new governance. Dr. Humphrey stated that she will get an update and present it to the BOE.

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

Motion to approve the following policies on first reading:

- 2130 Principal Evaluation

Motion to approve the following policies on second reading:

- 6145.1, 6145.2 Intramural, Interscholastic Competition, (Policy and Exhibit)
- 2131 Chief School Administrator
- 6171.3 Title I - Improving Academic Achievement and Parent and Family Engagement
- 4115 Supervision
- 4116 Evaluation of Teaching Staff Members (Policy and Regulation)
- 4131/4131.1 Staff Development, Inservice Education, Visitation, Conferences (Policy and Exhibit)
- 5131.1 Harassment, Intimidation and Bullying

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

FINANCE: Motion was made by Mrs. Pettegrove 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 January 31, 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.

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, 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.

Motion to approve the following:

Accept the Board Secretary's Report and the Cash Account Reconciliation Report for month ending January 31, 2018.

Approve the attached list of transfers.

Approve the list of bills dated March 22, 2018 in the amount of \$1,192,972.41.

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

Staff Member	Date	Registration	Other Expenses	Travel/Mileage	Event/Destination
Dolores Krowl	5/1/18	\$149.00	-0-	Mileage in accordance with school policy	Front Desk Safety & Security Conference - Parsippany, NJ
Eileen Callahan	5/1/18	\$149.00	-0-	Mileage in accordance with school policy	Front Desk Safety & Security Conference - Parsippany, NJ
Cathy Pepe	5/2/18	\$149.00	-0-	Mileage in accordance with school policy	Front Desk Safety & Security Conference -Edison, NJ
Patricia Greeby	5/10/18	\$149.00	-0-	Mileage in accordance with school policy	Front Desk Safety & Security Conference - Allentown, PA
Jim Miller	3/1/18	\$149.00	-0-	Mileage in accordance with school policy	Designing Quality Elementary School Schedules - Monroe Township NJ

Approve entering into contract with Nina Finkler Autism Consulting, LLC for a Psych-Educational Evaluation for student #1342339506 at a cost not to exceed \$900.00.

Approve entering into contract with Educational Services Commission of Morris County for Learning Disabilities Teacher-Consultant for Educational Evaluations for 2017-2018 School Year beginning March 8, 2018 through June 30, 2018 at a rate of \$418.00 per evaluation.

Approve entering into contract with Educational Services Commission of Morris County for Learning Disabilities Teacher-Consultant for Child Study Team Meetings (Planning, Eligibility, IEP, Reevaluation, etc.) for 2017-2018 School Year beginning March 8, 2018 through June 30, 2018 at a rate of \$104.50 per hour, one hour minimum.

Approve the School Business Administrator to submit the REAP-Flex grant application and the Alternative Fund Use Authority Statement (AFUA) for use of funds for 2018-2019.

Authorize the School Business Administrator to conduct a Request for Proposals for food management services for the 2018-2019 school year.

Accept the donation in the amount of \$1,150.93 from the TAA and \$1,150.93 from the PTA for the infield soil mix for the softball field at Old Turnpike School. The mix is being purchased from Partac Peat Corporation under the MRESC Bid # 14/15-61 and the cost is being shared. Tewksbury Board of Education is contributing \$1,150.94.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

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

Adoption of Tentative Budget 2018-2019

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, and to authorize the Superintendent and/or the Business Administrator to modify the proposed FY 2018-2019 school budget, if changes are required at the conclusion of the review by the Executive County Superintendent:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2018-2019 Total Expenditures	\$ 15,044,507	\$ 117,500	\$ 726,055	\$15,888,062
Less: Anticipated Revenues	\$2,498,636	\$ 117,500	-0-	\$2,616,1366
Taxes to be Raised	\$ 12,545,871	-0-	\$ 726,055	\$ 13,271,926

And to advertise said tentative budget in the Courier News in accordance with the form suggested by the state Department of Education and according to law; and

And the proposed FY 2018-2019 budget includes a withdrawal from capital reserve in the amount of \$945,000 to fund the following capital projects: roof repairs, upgrades to the HVAC systems, security upgrades/enhancements, bus purchase, phone system upgrades.

BE IT FURTHER RESOLVED, that a public hearing be held in the library of the Old Turnpike School, 173 Old Turnpike Road, Califon, New Jersey on Thursday, April 26, 2018 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

Travel and Expenses 2018-2019

WHEREAS, the Tewksbury Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30).

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$45,000 for all staff and board members.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

TECHNOLOGY: None.

FACILITIES: 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 April 30, 2018.

Documentation is available in the Board of Education office.

1. Boy Scouts of America
2. Girl Scouts of America
3. Morris County Arts Workshop
4. Odyssey of the Mind
5. PTA
6. Readington-Tewksbury Jr. Baseball League
7. Tewksbury Athletic Association
8. Tewksbury Education Foundation

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

COMMUNICATIONS: None.

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

Approve the revised 2017-2018 school calendar.

This revised calendar takes 2 days off of spring break and has the last day of school being June 20th, 2018. Staff would work 185 days and it would be aligned with Voorhees.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

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

Authorize the Business Administrator to post and advertise the public hearing to be held on Thursday, April 26, 2018 at 7:00 PM in the library of Old Turnpike School for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

SUPERINTENDENT'S REPORT: There were no additional HIB reports since the last Board Meeting. Dr. Humphrey discussed bleeding control starter kit donated by the Tewksbury police department and they also are donating a training kit. They are also donating a training kit. The Odyssey of the Mind team at OTS came in 1st place.

LEGISLATIVE REVIEW: None.

UNFINISHED BUSINESS: A Drug Awareness speaker is scheduled for June 12th or June 13th and Dr. Humphrey will verify the date. Dr. Humphrey reviewed the fundraising information with the Board and will bring a detail schedule to the next BOE meeting. The BOE also inquired as to whether the student council selects the organization for the fundraising choices made.

AUDIENCE: Ms. Lisa Fritz voiced concern over the new calendar and test dates and was wondering if there was flexibility with standardized test dates. Mr. Woodruff asked what the play honoraria was for.

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Mrs. Bartels to enter Executive Session. Motion carried. The time was 8:20 p.m.

The regular meeting resumed at 9:50 p.m.

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

Approve Elizabeth Stryker as a long term substitute replacement teacher for the 2017-2018 school year beginning April 9, 2018 through approximately TBD at Step 1 BA at an annual salary of \$54,193.00 (pro-rated).

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Laura Bartels, Paulette Frank, Mrs. Jenkins, Erica Johnson, Kevin Mulroony, Thomas Thorp, Cynthia Pettegrove

Absent: Krista Geoffrion

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Mr. Thorp to adjourn the meeting. The time was 9:51 p.m.

Respectfully submitted,

Joanne Black
Board Secretary