

Minutes March 28, 2019 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Regular Board Meeting

March 28, 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 (arrived 7:05), Mrs. Carrino, Dr. Deeney, Mrs. Frank, Mrs. Johnson, Mrs. Larsen, Mr. Mulroony, Mrs. Pettegrove

ABSENT: Mr. Thorp

ALSO PRESENT: Dr. Roseann Humphrey-Interim Superintendent, Ms. Lisa DeLong-Interim Business Administrator

PRESENTATION: The OTS Student Council reported on activities and ideas for future projects. The Board was also updated on the yogurt machine in the OTS cafeteria. Governor's Educator of the Year award recipients were recognized and presented with a certificate. Dr. Humphrey presented to Mr. Lobb, Mr. Miller presented to Mrs. Bristow, and Mrs. Verderamo presented to Mrs. Harp and Mrs. Ambrosky.

CORRESPONDENCE: None.

PUBLIC COMMENT: None.

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

- February 5, 2019 Special Meeting
- February 7, 2019 Special Meeting
- February 7, 2019 Committee of the Whole Meeting
- February 7, 2019 Executive Session

- February 21, 2019 Regular Board Meeting
- February 21, 2019 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, Cynthia Pettegrove

Absent: Mr. Thorp

CURRICULUM: None.

POLICY: There will be two policy updates to review at the April meeting.

FINANCE: There were no county comments yet on budget review. Preparation is under way for spring educational supply ordering.

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

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

Accept the Board Secretary's Report and the Cash Account Reconciliation Report for month ending January 31, 2019,

Approve the attached list of transfers.

Approve the list of bills dated March 28, 2019 in the amount of \$2,004,389.53.

Renew the Technology Shared Service Agreement with Readington School District in the amount of \$154,037 (3% increase) for the 2019-20 school year.

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

Staff Member	Date	Registration	Other Expenses	Event/Destination
Dolores Krowl	5/20/19	\$149.00	-0-	Conference for Women, Parsippany
Eileen Callahan	5/20/19	\$149.00	-0-	Conference for Women, Parsippany
Karen Morrow	3/28/19	\$45.00	-0-	Tri-County Literacy Council Spring Fling - Asbury
Katrina Moore	3/20/19	\$75.00	-0-	Conscious Discipline - Ignite & Excite, Flemington

Mary Cutri-French	Online	\$99.00	-0-	Anxiety & Stress Management Specialist Online Training
Cathy Carver	5/2/19	\$0.00	-0-	CDK End of Year Accounting Program Meeting, Washington NJ
LeighAnn Kimmick	5/2/19	\$0.00	-0-	CDK End of Year Accounting Program Meeting, Washington N
Barbara Simcox	5/3/19	\$0.00	-0-	CDK End of Year Personnel Program Meeting, Washington N
LeighAnn Kimmick	5/3/19	\$0.00	-0-	CDK End of Year Personnel Program Meeting, Washington N
LeighAnn Kimmick	5/9/19	\$100.00	-0-	NJASBO Administrative Assistant Program, Rockaway, NJ
Emily Searle	5/30/19	\$105.00	Hotel \$79.00 Mileage \$81.22	NJ. Librarian's Association Conference, Atlantic City, NJ

Mileage expenses will be reimbursed in accordance with school policy.

Approve the lease of a wheelchair accessible bus from Yellow Bus Leasing.com. The lease shall commence on March 25, 2019 and shall continue until June 25, 2019 or upon mutual agreement by both parties that this arrangement is to end. Monthly leasing rate: \$1,600.00. The delivery charges will be \$150.00 for pick up and \$150.00 for drop off.

Final Resolution: Motion carried on a roll call vote.

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

Absent: Mr. Thorp

TECHNOLOGY: Dr. Humphrey updated the board on the website. Phase I will be to obtain feedback from the community. Ms. Johnson will take the lead on this project.

FACILITIES: The bid opening for the Tewksbury Elementary School HVAC controls will be on 4/12/19. Board Facilities walk through at OTS scheduled for 4/4/19.

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 May 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
- PTA
- Readington-Tewksbury Jr. Baseball League
- TAA
- Tewksbury Education Foundation

Final Resolution: Motion carried on a roll call vote.

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

Absent: Mr. Thorp

COMMUNICATIONS: Mrs. Pettegrove would like to have a Google Survey sent out to the community. Ms. Spinks in our tech department is reviewing the platforms. The target date is set for May.

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

Approve the Tewksbury Township School District Mentoring Plan for the 2018-2019 school year.

Authorize the Business Administrator to post and advertise the public hearing to be held on Thursday, May 2, 2019 at 7:00 PM in the library of Old Turnpike School for the purpose of conducting a public hearing on the budget for the 2019-2020 school year.

Final Resolution: Motion carried on a roll call vote.

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

SUPERINTENDENT'S REPORT: There was one HIB investigation for the month of March. The Board reviewed the Emergency/Fire Drill Report. Dr. Humphrey stated that the DOE had put out the school performance reports (formerly known as school report card). Dr. Humphrey gave an update on the Zen Den at Old Turnpike School and shared that Mrs. Scardelli's Aspire class at OTS has been inventing challenge ideas.

LEGISLATIVE REVIEW: None

UNFINISHED BUSINESS: None.

NEW BUSINESS: There is a conflict with the June 5th Board Retreat date. A suggestion was made to change it to June 12th. April 12th is the Tewksbury Education Foundation Social Night.

AUDIENCE: Ms. Joelle DiSessa spoke about her contract.

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Dr. Deeney to enter Executive Session. The time was 8:06 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 and litigation matters for approximately thirty to sixty 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 9:08 p.m.

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

Approve two teachers to supervise each of the spring 2019 Track and Field home meets at the student supervision rate of \$39.00/hour. Hours not to exceed 3 hours per teacher.

Approve the request from Yahna Fiscarelli, Tewksbury Elementary School ASAP teacher, to extend her maternity leave by two weeks. Ms. Fiscarelli's new return date will be Monday, April 15, 2019.

Withdraw the two motions numbered 1 and 2 below:

- 1. At the recommendation of the Interim Superintendent, Approve Alyssa Forsythe as a full-time ASAP teacher beginning April 1, 2019 through June 30, 2019 at Step 1 BA \$54,193.00 (pro-rated).*
- 2. At the recommendation of the Interim Superintendent, approve Joelle DiSessa as a full-time Instructional Aide beginning April 1, 2019 through June 30, 2019 at Step 3 at \$15.89 per hour.*

At the recommendation of the Interim Superintendent, approve to hire the following substitute Nurse for the 2018-2019 school year, pending criminal history review:

- Grace Page

Approve a Superintendent/Supervisor of Curriculum Contract for Dr. Jennifer Shouffler effective July 1, 2019 as approved by the Hunterdon County Superintendent of Schools at the base year salary of \$147,794 plus a \$5,000 stipend as Curriculum Supervisor.

Final Resolution: Motion carried on a roll call vote.

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

Absent: Mr. Thorp

Eighth grade graduation and play ticketing was discussed.

ADJOURNMENT: Motion was made by Mrs. Pettegrove and seconded by Mr. Mulroony to adjourn the meeting. The time was 9:25 p.m.

Motion carried.

Respectfully submitted,

Lisa DeLong
Board Secretary