

Minutes May 23, 2019 Regular Board Meeting

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Regular Board Meeting

May 23, 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, Mrs. Carrino, Mrs. Frank, Mrs. Larsen (arrived 7:10), Mr. Mulroony, Mrs. Pettegrove

**ABSENT:** Dr. Deeney, Mrs. Johnson, Mr. Thorp

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

**PRESENTATION:** Student Council representatives Zach Burns and Dylan Maksimowich spoke to the board and updated them on the zen den, 8th grade courtyard, legacy project, DC trip, OTS strings concert and the frozen yogurt machine. Of the numerous fundraisers, they are most proud of the Haunted Hallway at the PTA Trunk or Treat event. Dr. Humphrey thanked and acknowledged them for their efforts during the school year.

**CORRESPONDENCE:** None.

**PUBLIC COMMENT:** None.

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

- April 4, 2019 Committee of the Whole Meeting
- April 4, 2019 Executive Session
- April 17, 2019 Regular Board Meeting
- April 17, 2019 Executive Session

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

**CURRICULUM: Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to approve the following following field trip for the 2018-2019 school year.**

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
7th & 8th	Solar Sprints@ Kingwood Township School	5/17/19	\$0.00

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

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

**Approve the following policies on first reading:**

- 4150/4250 Family Leave and Medical Leave

**Approve the following policies on second reading:**

- 5141.4 Missing, Abused and Neglected Children
- 5141.4 Missing, Abused and Neglected Children (Regulation)

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

**FINANCE:** Ms. DeLong updated the board on staff orders for the 2019-2020 school year, lease/purchase, finalizing kitchen quotes/facility. Projecting year end balances for June resolution.

**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 March 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 March 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.

**Approve the following:**

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

Approve the list of transfers.

Approve the list of bills dated May 23, 2019 in the amount of \$1,268,404.54.

Approve entering into contract with Rutgers RWJMS-Dept. of Psychiatry for a Psychiatric Evaluation for student #1982754478 at a cost not to exceed \$950.00.

Approve entering into contract with Rutgers RWJMS-Dept. of Psychiatry for a Psychiatric Evaluation for student #6130039789 at a cost not to exceed \$1,000.00.

Approve entering into contract with Advancing Opportunities for Assistive Technology Services for 2019-2020 School Year beginning July 1, 2019 through June 30, 2020 at a rate of \$925.00 per AT evaluation, at a rate of \$1,200.00 per ACC Evaluation, at a rate of \$120.00 per hour for AT Support and Training, at a rate of \$150.00 per hour for ACC Support and Training and at a rate of \$60.00 per hour for travel.

Approve entering into contract with Hunterdon County Educational Services Commission for the provision of Child Study Team services for 2019-2020 School Year beginning July 1, 2019 through June 30, 2020 based on the 2019-2020 approved rate schedule for the Commission.

Approve entering into contract with Educational Services Commission of Morris County for Learning Disabilities Teacher-Consultant for Educational Evaluations for 2019-2020 School Year beginning July 1, 2019 through June 30, 2020 at a rate of \$422.00 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 201-2020 School Year beginning July 1, 2019 through June 30, 2020 at a rate of \$105.00 per hour, one hour minimum.\*

The District is currently contracted with JAS Consulting, LLC and Scott Bagish Educational Services, LLC for Learning Disabilities Teacher-Consultant Services for Education Evaluations and attendance at meetings. In the event that both agencies are not available to provide services, ESC of Morris County will be utilized.

Approve entering into contract with Nina Finkler Autism Consulting, LLC for a Psycho-Educational Evaluation for student #2939084202 at a cost not to exceed \$900.00.

Approve entering into contract with Nina Finkler Autism Consulting, LLC for a Psycho-Educational Evaluation for student #3703899509 at a cost not to exceed \$900.00.

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

Approve entering into contract with Supreme Consultants for 2019-2020 School Year Beginning July 1, 2019 through June 30, 2020 for transcribing services at a rate of \$ .17 (seventeen cents) per word.

Motion to approve the substitute custodian rate from \$12.50 to \$17.50 per hour.

Approve the following workshops for the 2019-2020 school year:

Staff Member	Date	Registration	Other Expenses	Event/Destination
Peter Berg	7/15-7/19/19	\$1,200.00	Hotel \$728.85	Project Lead the Way Training & Certification, Linthicum, MD

Mileage expenses will be reimbursed in accordance with school policy.

Approve the following lateral moves:

Staff Member	From	Step	Salary	To	Step	Salary	Effective Date
Rebecca Chapman	MA + 15	11	\$75,438.00	MA + 30	11	\$76,538	06/2019 pending official transcript receipt
Emma Hedlund	BA	7	\$59,773.00	BA + 15	7	\$60,873	06/2019
Nicole Polinger	BA + 30	13	\$77,383.00	MA	13	\$79,583	05/2019 pending official transcript receipt
Scott Steinman	MA	15	\$86,568	MA + 15	15	\$87,668	04/2019 pending official transcript receipt

Approve the following prior year outstanding checks which have been canceled or reissued:

General Operating Account	Payroll Account	Agency Account (SUI transfers prior years)	OTS Student Activity Account	Cafeteria Account
June 28#8894 \$28.60 June 28 #8973 \$884.00 Aug 25 #9214 \$15,600.00 Dec 22 #9676 \$90.64 Jan 25 #9878 \$5.00 Jan 25 #9935 \$19.00 Apr 27 #10074 \$5.70 Jun 22 #10232 \$8.52 Dec 21 #10973 \$29.97 Jan 25 #11060 \$9.16 Feb 22 #11107 \$27.78 Jun 28 #11548 \$500.00	Mar 2014 #55775 \$172.36 Jun 2014 #56137 \$648.28 Nov 2014 #56407 \$87.23 Dec 2014 #56534 \$348.53 Jun 2015 #57088 \$50.17 Jun 2015 #57101 \$742.48 Oct 31 #58125 \$85.82 Nov 15 #58174 \$141.78 Jan 13 #58288 \$86.55 Jan 13 #58306 \$140.97 Jan 31 #58337 \$140.97 Feb 28 #58386 \$210.82 Mar 31 #58449 \$364.96 Jan 12 #58898 \$43.62 Jun 21 #59183 \$3,196.91 Jun 21 #59190 \$1,652.67	Jan 31 EFT \$1,654.99 Feb 28 EFT \$1,670.21 Mar 31 EFT \$1,665.41 Apr 28 EFT \$1,468.01 May 31 EFT \$864.22 Jun 21 EFT \$485.89	Mar 1 #1381 \$50.00 Apr 29 #1480 \$85.00 Jun 17 #1564 \$49.64 Dec 18 #1728 \$61.45 Dec 22 #1732 \$5,771.40 Jan 4 #1736 \$165.00 Apr 4 #1784 \$19.83 May 2 #1824 \$106.00 May 13 #1848 \$300.00 May 27 #1860 \$147.40 Jun 22 #1897 \$7.69 Jun 22 #1901 \$7.69 Jun 22 #1906 \$7.69 Nov 14 #1949 \$1,000.00 Jan 10 #1969 \$82.50 Feb 3 #1985 \$25.00 Apr 26 #2030 \$75.00 Oct 27 #2132 \$115.00 Jan 3 #2155 \$86.25 Jun 19 #2263 \$100.00	Feb 3 #1107 \$508.20

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

**TECHNOLOGY:** The Board was updated on the technology budget.

**FACILITIES:** LED lighting, pole barn specs and bathrooms were discussed. June 14th will be the bid opening date for the pole barn. Construction is slated for the fall. The board members took a walk to room 216 to see the LED light demo.

**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 July 31, 2019. Documentation is available in the Board of Education office.

- Boy Scouts
- Girl Scouts
- Hunterdon County YMCA
- Morris County Arts Workshop
- Pro-Activity
- PTA
- TAA
- TEA
- TEF
- Tewksbury Township Junior Police Academy
- Voorhees Stars Softball

The Tewksbury Board of Education is approving the submission of the project application and plans to be submitted for the various projects at the Old Turnpike School and Tewksbury Elementary School. All projects are being submitted as Other Capital Projects, where no state funding is being requested. The various projects consist of the following: Lighting upgrades, Roofing upgrades, HVAC controls, Toilet Room Renovations, and a New Shed. The plans will be sent by Gianforcaro Architects, Engineers & Planners. The state plan number for The Old Turnpike School is 19-5180-030-19-1000 and the state plan number for The Tewksbury Elementary School is 19-5180-055-19-1000. The Board of Education is also approving an update to the Long Range Facilities Plan as required by the Department of Education.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

**COMMUNICATIONS:** The Board will be sending a survey out shortly.

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

Approve Dr. Timothy Frederiks, Acting Principal, as the District HIB Coordinator through June 30, 2019.

Approve the restoration of the Miller Memorial at Old Turnpike School as the Eagle Scout project of former student, Braden Bartels. Project will take place during the summer months when school is in recess. Dr. Jennifer Shouffler has agreed to be the project sponsor.

Approve the annual appointment of Jim Miller as the district's Affirmative Action Officer for the 2019-2020 school year.

Authorize the Affirmative Action Team to conduct the Needs Assessment and develop a Comprehensive Equity Plan

Authorize the submission of the proposed Comprehensive Equity Plan.

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

**SUPERINTENDENT’S REPORT:** There were no HIB incidents to report for the month of May, 2019. Thirty-one students are registered for Kindergarten. The interim Superintendent will work on the following days: June 3, 6, 11, 13, 18, 20. The Emergency/Fire Drill Report was reviewed.

**LEGISLATIVE REVIEW:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**AUDIENCE:** Mr. Bob Hoffman, Jr., Transportation Coordinator, thanked Dr. Humphrey for her service to the district and community. A cake was served by the board to recognize Dr. Humphrey.

**EXECUTIVE SESSION:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman 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 school security, personnel, negotiations for approximately 60 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 9:05 p.m.

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

*Rescind Personnel motion from April 17, 2019 BOE meeting to Approve Gerilynn Ambrosky as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2019, through August 1, 2019, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township. (TES0022A)*

*Rescind Personnel motion from April 17, 2019 BOE meeting to Approve **Erin Brogan** as a Special Education Instructional Aide for Extended School Year Program for up to 4 hours per day beginning July 1, 2019, through August 1, 2019, Monday through Thursday. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township. (TES0022A)*

At the recommendation of the Interim Superintendent, approve Megan McCoy as School Psychologist (Step 7) for the 2019-2020 School Year beginning August 26, 2019 through June 30, 2020. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township. (D0003)

At the recommendation of the Interim Superintendent, approve Megan McCoy as School Psychologist (Step 7) for up to 70 hours for summer evaluations, reports, meetings, and case management beginning July 1, 2019 through August 23, 2019. Contractual rate determined following the ratification of the agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township. (D0003)

Approve two (2) summer computer support positions for summer 2019 at the rate of \$15/hour, 32 hours per week maximum, 10 weeks total maximum.

Accept, with regret, the letter of resignation from Jairo Jimenez, School Bus Driver, effective May 1, 2019. (D0005A)

Accept, with regret, the letter of resignation from Lisa DeLong, Interim Business Administrator/Board Secretary, effective June 30, 2019. (B0002)

Resolved, that the Board hereby approves the settlement agreement with Employee I.D. #6562 in the case docketed before the Commissioner of Education as EDU 07854-2018S.

Resolved, that the Board of Education hereby vacates and dismisses the finding of H.I.B. in the matter heard by the Board in executive session on April 12, 2018.

Approve Constance Van Epps as a 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. (D1000)

Approve to hire substitute custodians as needed for the capital project program. (D1000)

Resolved, upon the recommendation of the Interim Superintendent, that the Board of Education hereby rescinds the reemployment of Employee I.D. #6676 for the 2019-20 school year; and be it further resolved, that the Superintendent shall notify the employee of this action and her right to request a statement of reasons for her non-renewal.

Approve the appointment of Michael Mitchell as the Old Turnpike School Principal effective July 24, 2019 or sooner, through June 30, 2020 at a salary of \$130,000 (pro-rated).

Final Resolution: Motion carried on a roll call vote.

Yes: Leslie Ackerman, Jillian Carrino, Paulette Frank, Lori Larsen, Kevin Mulroony, Cynthia Pettegrove

Absent: Angela Deeney, Erica Johnson, Thomas Thorp

**ADJOURNMENT:** Motion was made by Mrs. Pettegrove and seconded by Mrs. Ackerman to adjourn the meeting. The time was 9:08 p.m.

Motion carried.

Respectfully submitted,

Lisa DeLong  
Board Secretary