

Minutes November 21, 2017

TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
Committee of the Whole Meeting  
November 21, 2017

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:02 p.m. in the All Purpose Room 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. Geoffrion, Mrs. Jenkins, Mr. Mulroony, Mrs. Pettegrove, Mr. Thorp

**ABSENT:** Mrs. Larsen

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

**PRESENTATION:** Dr. Roseann Humphrey congratulated the Tewksbury Boys and Girls Soccer Teams for their outstanding season. Coach Peter Berg and Coach Heather Olla spoke about the team's performance and congratulated the players. Mr. Anthony Ardito from Ardito & Co. presented the audit of the district for the year ended June 30, 2017.

**PUBLIC COMMENT:** None.

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

- October 12, 2017 Committee of the Whole Meeting
- October 12, 2017 Executive Session
- October 26, 2017 Regular Board Meeting
- October 26, 2017 Executive Session

Motion carried on a roll call vote.

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

Grade	Destination	Date ( Approximate Month/Year)	Approximate Cost Per Student (cost of attendance not paid by district)
5-8	Jazz Band Performance at Tewksbury Annual Silver Tea at the Oldwick Firehouse	12/5/17	-0-
3	Waterloo Village	4/17/18	\$11.00

Motion carried on a roll call vote.

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

**Motion to approve the following policies on first reading:**

- 6145.5 Student Government

**Motion to approve the following policies on second reading:**

- 3541.33 Transportation Safety
- 3541.33 Transportation Safety Exhibit
- 5132 Student Dress and Grooming
- 6114 Emergencies and Disaster Preparedness

Motion carried on a roll call vote.

**FINANCE:** The administrative structure and the timing of a superintendent search was discussed. A survey will be sent out in January/February.

Motion was made by Mrs. Bartels 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 September 30, 2017, 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.

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Board Secretary

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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 September 30, 2017, 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 September 30, 2017.

Approve the attached list of transfers.

Approve the list of bills dated November 21, 2017 in the amount of \$1,248,731.88.

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

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Anne Rose-Mason	2/22/18	\$45.00	-0-	yes	Hunterdon County Librarians Association Winter Workshop, Flemington, NJ
Krista Kovalsky	1/10/18	\$229.00	-0-	yes	Co-teaching Strategies to Help Your Students Meet High Academic Expectations, Newark, NJ
Kimberly Leonhardt	1/10/18	\$229.00	-0-	yes	Co-teaching Strategies to Help Your Students Meet High Academic Expectations, Newark, NJ
Carol Moran	1/10/18	\$229.00	-0-	yes	Co-teaching Strategies to Help Your Students Meet High Academic Expectations, Newark, NJ
Megan Verderamo	1/10/18	\$229.00	-0-	yes	Co-teaching Strategies to Help Your Students Meet High Academic Expectations, Newark, NJ
Kathleen Wright	1/10/18	\$229.00	-0-	yes	Co-teaching Strategies to Help Your Students Meet High Academic Expectations, Newark, NJ
John Preston	1/19/18	\$185.00	-0-	yes	Google Educator Certification Boot Camp-Level 2, Paramus, NJ
Emily Searle	12/11/17	\$249.00	-0-	yes	Makerspaces: Powerfully enhance Student Learning in Your Classroom & School, Newark, NJ
Scott Sipos	11/15/17	\$125.00	-0-	yes	-NGSS Developing & Using Models to represent Natural Phenomena

Accept the annual Audit and Management Report(AMR) and Comprehensive Financial Audit Report(CAFR) for the year ended June 30,2017.

Approve the Business Administrator’s Merit Goal Attainment for the 2017-2018 school year and submission to the Executive County Superintendent for payment approval.

Quantitative Goal Description: Research and apply for multiple grants to support curricular and other district initiatives (exclusive of the ESSA and IDEA entitlement grants). Goal is to increase discretionary grant revenue by \$20,000.  
Dollar Value \$3,962.00

Resolution to Purchase Proprietary Apple Products Through Contract Awarded by the HCESC

WHEREAS, the Hunterdon County Educational Services Commission (“HCESC”), as Lead Agency for the HCESC cooperative pricing system (system identifier 34HUNCCP), has awarded a contract for proprietary Apple technology products (bid number HCESC-TEC-16-01), effective March 25, 2016 following the public solicitation of sealed bids pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13 and N.J.A.C 5:34-9.1; and

WHEREAS, the Tewksbury Township School District is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC pursuant to N.J.A.C. 5:34-7.1 et seq.; and

WHEREAS the Apple technology products covered by the HCESC contract sought by the Tewksbury Township School District are of such a specialized nature that only such products will meet the needs of the Tewksbury Township School District; and

WHEREAS, the Tewksbury Township School District has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the Tewksbury Township School Districtor an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws;

NOW, THEREFORE, BE IT RESOLVED that the Tewksbury Township School District hereby authorizes the purchase of proprietary Apple technology products through HCESC Contract (HCESC-TEC-16-01) from Apple, Inc. 5505 W. Parmer Lane, MS578-ROA Austin, TX 78727-6524, for the following items:

<b>iMac</b>	<b>iPad Air</b>	<b>Memory</b>
<b>Mac mini</b>	<b>iPad mini</b>	<b>Input Devices</b>
<b>MacBook</b>	<b>iPad Pro</b>	<b>Accessories</b>
<b>MacBook Air</b>	<b>Displays</b>	<b>Cases &amp; Covers</b>
<b>MacBook Pro</b>	<b>Mac Pro</b>	<b>Protection Plans</b>

Motion carried on a roll call vote.

**TECHNOLOGY:** The District will move ahead with the 1:1 Chromebook rollout for fifth grade in January, 2018.

**FACILITIES:** Mrs. Black updated the board on the pump station repair project. The TWA(Treatment Works Application) was submitted to the NJDEP and we are awaiting final approval.

**Motion was made by Mrs. Bartels and seconded by Mr. Mulroony to approve the following:**

Approve the following organizations to use the school facilities through December 31, 2017.

- Board of Education
- Boy Scouts
- Girl Scouts
- Morris County Arts Workshop
- Odyssey of the Mind
- Oldwick Fire Company
- PTA
- Tewksbury Athletic Association
- Tewksbury Education Foundation
- Tewksbury Historical Society

Documentation is available in the Board of Education office.

Approve the Comprehensive Maintenance Plan (CMP) and the Maintenance Budget Worksheet for the 2018-2019 school year.

Approve AHERA Consultants to provide all labor, material and equipment necessary to provide an indoor Microbial Assessment at Tewksbury Elementary School and Old Turnpike School at the following costs:

**Tewksbury Elementary School:**

Microbial Technician (on-site testing & lab)-per hour 70.00 x 8	\$560.00
Q-Track IAQ Meter-CO, CO2, Temp, and RH-per diem	300.00
Mold Air-O-Cell 17 samples x 40.00 (1 week TAT)	680.00
Air Quality Report - per hour 70.00 x 14	<u>980.00</u>
	\$2,520.00

**Old Turnpike School:**

Microbial Technician (on-site testing & lab)-per hour 70.00 x 8	\$560.00
Q-Track IAQ Meter-CO, CO2, Temp, and RH-per diem	300.00
Mold Air-O-Cell 14 samples x 40.00 (1 week TAT)	560.00
Air Quality Report - per hour 70.00 x 14	<u>980.00</u>
	\$2,400.00

Motion carried on a roll call vote.

**OTHER:** The 2018-2019 School Calendar was discussed and will be revisited at a future meeting. The climate survey was also discussed noting the possible addition of open ended questions. Mr. Thorp left the meeting at 9:03 p.m. during this discussion.

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

Approve the donation of used library books to John Corr Family Resources, Newark, NJ for their annual holiday party.

Approve submission of the NJQSAC Statement of Assurance for the School Year 2017-2018 to the Department of Education.

Approve the 2017-18 annual review of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MoA).

Motion carried on a roll call vote.

**SUPERINTENDENT'S REPORT:** There were no HIB cases to report for the month of November. Dr. Humphrey also spoke about the workshop that she and Mrs. Schneider attended where they learned about aviation workshops that align with STEM and the third grade curriculum.

**EXECUTIVE SESSION:** None

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

Approve the following substitute teachers for the 2017-2018 school year, pending criminal history review:

- Eileen Callahan
- Patty Greeby
- Natalie Kurzeja
- Sharon Murphy
- Laurel Reiter

Approve Dominique Trepiccione, a student at Fairleigh Dickinson University, as a student teacher for the Spring semester--five days per week, January 22, 2018 through May 4, 2018. Ms. Jaime Levy at Tewksbury Elementary School has agreed to accommodate this request.

Approve Alyssa DeGrau, a current Special Education Instructional Aide at Tewksbury Elementary School and student at the University of Phoenix, as a student teacher for the Spring semester--dates to be determined. Mrs. Susan Wilkinson at Tewksbury Elementary School has agreed to accommodate this request.

Rescind the following motion which was approved at the October 26, 2017 Board Meeting:

Approve the following honoraria positions for the 2017-2018 school year:

<b>Advisor/Coach</b>	<b>Honoraria Position</b>	<b>Compensation</b>
Ryan Lagomarsino	Volunteer Boys Basketball Coach	-0-

Rescind the following motion which was approved at the September 14, 2017 Committee of the Whole Meeting due to lack of participation:

Approve the following clubs/advisors for the 2017-2018 school year:

<b>Club Title</b>	<b>Advisors</b>	<b>Grades</b>	<b>Supply Budget Requested</b>	<b>Compensation</b>
Publishing Club	Emily Searle Ed Doerr	5-8	-0-	\$2,000 shared

Approve Carol Kasperowitz as a long term replacement substitute for employee ID#6295 beginning October 23, 2017 through approximately December 4, 2017 at Step 1, BA \$54,193.00 (pro-rated).

Motion carried on a roll call vote.

**ADJOURNMENT:**

Motion was made by Mrs. Bartels and seconded by Mrs. Jenkins to adjourn the meeting. The time was 9:15 p.m.

Respectfully submitted,

Joanne Black  
Board Secretary