

Minutes October 26, 2017

TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Committee of the Whole Meeting
October 26, 2017

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Laura Bartels, Vice President at 7:00 p.m. in the All Purpose Room of the Old Turnpike School.

Dr. Roseann Humphrey 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 (arrived at 7:30 p.m.), Mrs. Pettegrove, Mr. Thorp

ABSENT: Mrs. Frank, Mrs. Geoffrion, Mrs. Larsen

ALSO PRESENT: Dr. Roseann Humphrey, Interim Superintendent

PRESENTATION: Three sixth grade students, Hailey Koplowitz, Zoe Jenkins-Hiscox, and Jordan Valverde presented their project on the disappearance of the honeybee. They presented a slideshow and read a letter they will be sending to the United Nations and the Environmental Protection Agency.

Ms. Lisa Schneider presented on the topics of PARCC and NWEA trends. Ms. Schneider explained growth trends on each assessment for grades 3-8. Overall, achievement levels are mixed to high. Areas targeted for growth are in 3rd and 4th grade. One possible factor is due to the fact that third graders must now read the tests themselves. The Principal, Ms. Schneider and teachers will work with coaches and implement changes such as adding paired text, mastery of computation, and set-up and delivery of tests. Our writing scores exceed expectations. In algebra, 100% of our students are scoring at or above grade level. Action plans include improving reading through the book club, increasing reading instructional time in grades 5-8, expanding utilization of Wilson Language Program in grade 3, monitoring writer's workshop implementation for fidelity, increasing staff training on co-teaching and differentiated instruction.

CORRESPONDENCE: None.

PUBLIC COMMENT: Ms. Y. Stecher would like a survey sent out to the community regarding aligning with the North Hunterdon/Voorhees school calendar. Ms. Stecher also voiced concerns on regionalization and would not like to see it implemented unless absolutely necessary.

Ms. C. Lenski questioned extending the contract for Dr. Humphrey and asked for details on the decision and process. Mrs. L. Bartels, Vice President, explained that the decision comes down to timing, performance and experience. The Board voted unanimously to extend the contract of Dr. Humphrey. They are happy with her performance and think it would benefit the district to keep some consistency. Dr. A. Deeney asked if parents will be surveyed regarding the new administrative structure. Mrs. Bartels explained that parents will not be surveyed at this time, but it is on their “to do” list for the future structure, along with a climate survey. The financial structure must also be addressed. Ms. R. Soroko asked if it would be feasible to find a new Superintendent within an 18-month time frame. Mrs. Bartels explained that a typical contract begins in July and the Board is also concerned about the financials. Mrs. Bartels reiterated that they would like input from the community.

APPROVAL OF MINUTES:

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

- Approval of Minutes - September 14, 2017 Committee of the Whole Meeting
- Approval of Minutes - September 14, 2017 Executive Session
- Approval of Minutes - September 28, 2017 Regular Board Meeting
- Approval of Minutes - September 28, 2017 Executive Session

Motion carried on a roll call vote.

CURRICULUM: None.

POLICY: The revision of the Safety Manual was discussed and Administrators explained the different types of drills performed in the schools.

Motion was made by Mrs. Bartels and seconded by Mr. Mulroony to approve the following policies on first 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 Pizza Sale at the Trick or Trunk was discussed and it was noted that parents pre-ordered pizza and many ordered on-line.

The payment for the Architects was for work that was above and beyond the initial quote.

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

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

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 August 31, 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.

Accept the Board Secretary’s Report and the Cash Account Reconciliation Report for month ending August 31, 2017.

Approve the attached list of transfers.

Approve the list of bills dated October 26, 2017 in the amount of \$791,405.99.

Accept the FY 2017 REAP Small, Rural School Achievement (SRSA) Grant in the amount of \$44,629.00.

Approve the following allocation of 2016-2017 surplus:

Capital Reserve	\$500,000
Maintenance Reserve	\$ 75,000
Budgeted 2018-2019	\$495,303

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

Staff Member	Date	Registration	Other Expenses	Travel/Mileage	Event/Destination
Emma Cogle	2/22/18-2/24/18	\$125.00	-0-	yes	NJMEA February Music In-Service Conference, East Brunswick, NJ
Patty Jennings	10/26/17-10/27/17	\$295.00	-0-	yes	Association of Math Teachers of New Jersey Annual Conference, East Windsor, NJ
Liz Gentile	11/14/17	\$125.00	-0-	yes	NGSS Science Workshop at RVCC-Developing & Using Models to Represent Natural Phenomena
Marilynne Regan	11/14/17	\$125.00	-0-	yes	NGSS Science Workshop at RVCC-Developing & Using Models to Represent Natural Phenomena
Kristy Schaub	11/14/17	\$125.00	-0-	yes	NGSS Science Workshop at RVCC-Developing & Using Models to Represent Natural Phenomena
Mary Cutri-French	11/29/17	\$99.99	-0-	yes	NJ PESI Anxiety in the Classroom
Patricia Greeby	11/30/17	\$159.00	-0-	yes	The Conference for Administrative Assistants
Emily Searle	2/22/18	\$45.00	-0-	yes	Hunterdon County Librarians Association Winter Workshop
Kimberly Leonhardt	12/8/17	\$120.00	-0-	yes	NJASP Conf., East Windsor, NJ
Anne Rose-Mason	11/16/17	\$149.00	-0-	yes	NJASL Conf. Long Branch, NJ

Approve the following fundraising events for the 2017-2018 school year

Name/Description of Fundraiser	Date	Advisors	# of Chaperones
Pizza Sale at Trick or Trunk Event Proceeds to: 8th Grade DC Trip	10/27/17	Bonnie Mendralla Dee Krowl	2 (includes advisors)

Approve placement of student #7003440055 at The Craig School for the 2017-2018 School Year beginning September 1, 2017 through June 30, 2018 at a tuition rate of \$35,000.

Approve entering into contract with Behavior Therapy Associates to conduct a Functional Behavior Assessment for student #6150315175 at a cost not to exceed \$2,400.00

Approve entering into contract with Brett DiNovi & Associates, LLC to conduct a Functional Behavior Assessment for student #5840953217 at a cost not to exceed \$1,500.00

Authorize the School Business Administrator to apply for an energy audit through New Jersey's Clean Energy Program. (Note: The NJBPU has authorized the Local Government Energy Audit Program to provide free energy audits to New Jersey's Government Entities.)

Accept the proposal for additional services of SSP Architects, specifically the filing of a NJDEP Treatment Works Application for the pump station repair project at Old Turnpike School in the amount of \$1,437.00.

Approve payment No. 3 to K & D Contractors, LLC which has been reviewed, certified and approved for payment by SSP Architects in the amount of \$40,090.00 for the loading dock and stairway repair project at TES.

Motion carried on a roll call vote.

TECHNOLOGY: A discussion took place regarding the use of grant money for 1:1 student to chromebook ratio for fifth grade students and to replace older computers at TES.

FACILITIES: Motion was made by Mr. Mulroony and seconded by Mrs. Jenkins to approve the following:

Approve the 2018 Extended School Year Program July 2, 2018 through August 2, 2018 (no class July 4, 2018) Monday through Thursday, from 8:30 a.m. to 12:00 noon at Tewksbury Elementary School.

Approve the following organizations to use the school facilities through November 30, 2017. Documentation is available in the Board of Education office.

- Board of Education
- Boy Scouts
- Girl Scouts
- Morris County Arts Workshop
- Odyssey of the Mind
- PTA
- Tewksbury Athletic Association
- Tewksbury Education Foundation
- Tewksbury Township

Motion carried on a roll call vote.

COMMUNICATIONS: Mrs. Jenkins has been in contact with Ms. G. Thornton from NJ School Boards. Dr. Humphrey and Mrs. Jenkins will work together regarding a communication list for the community and possibly sending out the Board Agenda to all parents.

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

Approve Tara Morash, a student at Fairleigh Dickinson University in the QUEST Field Experience II program, to complete a minimum of 30 hours of field experience between January 3, 2018 and January 19, 2018 at Old Turnpike School.

Approve Eleni Zezas, a teaching candidate in the School of Education at Fairleigh Dickinson University enrolled in Problem-Based Strategies for Elementary Mathematics to observe a tenured math teacher for 10 hours at Tewksbury Elementary School.

Approve Faith Tonnesen, a student at Liberty University applying for the Education Program, to complete 30 hours of field experience at Tewksbury Elementary School. The requirement is for the candidate to observe one teacher for 5 consecutive days.

Motion carried on a roll call vote.

SUPERINTENDENT'S REPORT: There were no HIB incidents for the month of October, 2017. Dr. Humphrey discussed the burst pipe and repair at OTS. New budget ordering procedures were presented and explained to the staff at their faculty meetings. Dr. Humphrey and Mrs. Larsen met with the Superintendent of Lebanon/Califon, Dr. Jason Kornegay, regarding a feasibility study. It was determined to be too broad of an area and they will explore a targeted send/receive relationship. Student Council representatives will attend the regular board meetings and Dr. Humphrey will create a topic list for them. Boys soccer and cross country teams won their finals, and Girls soccer came in second place. All teams will be honored at 2 upcoming board meetings.

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

Approve the Nursing Services Plan for the 2017-2018 school year.

Motion carried on a roll call vote.

LEGISLATIVE REVIEW: None.

UNFINISHED BUSINESS: Safety Manual compliance and communication ideas from the community were discussed earlier in the meeting. Additions to the Climate Survey will be submitted at the next Committee of the Whole Meeting.

NEW BUSINESS: The 2018-2019 school calendar was discussed. Three versions of the calendar will be made for review and it was suggested to try to find out how many families have students in both schools.

AUDIENCE: None.

EXECUTIVE SESSION: Motion was made by Mrs. Pettegrove and seconded by Mr. Mulroony to enter Executive Session. The time was 9:35 p.m.

Motion carried.

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 school choice matters for approximately 10 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.

Mrs. Jenkins left the meeting at 9:20.

Regular meeting resumed at 10:00.

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

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

Advisor/Coach	Honoraria Position	Compensation
Peter Berg	Head Boys Basketball Coach	\$5,247.00
Ryan Lagomarsino	Volunteer Boys Basketball Coach	-0-
Patty Jennings	Head Girls Basketball Coach (shared)	\$2,623.50
Heather Jean Olla	Head Girls Basketball Coach (shared)	\$2,623.50
Darcy Harp	Head Cheerleading Coach	\$5,247.00

Approve to extend the contract of Dr. Roseann Humphrey as the Interim Superintendent for the period July 1, 2018 through June 30, 2019, pending approval by the Executive County Superintendent.

Motion carried on a roll call vote.

Mr. Mulroony volunteered to create a timeline for Board initiatives, which include the climate survey, negotiations and superintendent search.

ADJOURNMENT:

Motion was made by Mrs. Bartels and seconded by Mrs. Pettegrove to adjourn the meeting. The time was 10:10 p.m.

Note: Minutes were taken and written by Dr. Humphrey as Acting Board Secretary in the absence of Mrs. Black, Board Secretary.

Respectfully submitted,
Joanne Black

Board Secretary