

Minutes April 27, 2017  
TEWKSBURY TOWNSHIP BOARD OF EDUCATION  
Board Meeting  
April 27, 2017

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. Geoffrion, Mrs. Jenkins (arrived at 8:50), Mr. Mulroony (arrived at 7:20), Mrs. Pettegrove (arrived at 7:07), Mr. Thorp, Mrs. Larsen

**ABSENT:** None

**ALSO PRESENT:** Ms. Rowland-Superintendent, Mrs. Black-Business Administrator, Mr. Marc Zitomer-Board Attorney

**NEW BOARD MEMBER OATH:**

Mrs. Paulette Frank was appointed at the April 12th meeting to fill the open seat. Mrs. Black administered the Oath of Office to Mrs. Frank.

Mr. Kevin Mulroony arrived. The time was 7:20 p.m.

**OPPORTUNITY FOR PUBLIC COMMENT - AGENDA ITEMS:**

Ms. Cathy Lenski asked if all school personnel were required to be notified of reporting procedures and if so, did that happen? She also asked if Mr. Yerger informed the Superintendent of the incidents which took place in September and February. She stated that last week the district communicated with confidence and in support of Mr. Yerger and wanted to know what allowed for that confidence. Mrs. Lenski stated that the crisis has highlighted weakened trust in the operation of the school and that most information is usually communicated by word of mouth and that clarity and transparency is needed. She inquired about the renewal process of non-tenured staff. Ms. Lenski also mentioned that the school needs a better e-mail system to protect the privacy of others' e-mail addresses. Mr. Zitomer stated that he could not respond to specifics but did state that as part of certification, staff members need to notify the Superintendent of charges. It is upon the employee to self report. He stated that the hiring process included a staff survey, formation of committees, three rounds of interviews, consensus of the committee, a clean background check, and reference checks. He also stated that not all non-tenured employees are offered renewal.

Mr. Brian Regan commended the Board and administration on how everything has been handled. He stated that information is available in the minutes and Board policy. He has observed stability in the handling of the matter.

Ms. Roxanne DeStefano stated that part of the job of the district is communication and inquired if it would be possible to put a parent on the committee. She was concerned that Board policies would change and she would like additional information. Mrs. Larsen reminded people that there are two readings for all policy changes prior to the change occurring.

Mr. Bob Hoffman, Jr. clarified the kindergarten safety and bus ride to include driving on the road as opposed to just the parking lot.

Mr. Blake Haggerty stated that he was relieved to know that there are parents in town that recognize poor judgment and glad that parents would dig deeper and uncover the arrest. He felt that it was irresponsible for the school not to do another background check. He would like to know what changes are being made and what lessons have been learned. He asked what accomplishments Mr. Yerger made that instilled trust. He stated that the district must find a way to better communicate and respond. Mr. Zitomer stated that after hiring, we rely on the employee to notify administration and the Department of Education has criminal investigation notices which are sent to the schools.

Mrs.K. Cashman agreed with Mr. Regan that the District has done a phenomenal job. The kids have brought the discussion into school and it is shameful. It is the parents' responsibility for transparency--they should attend meetings.

Mrs. Michelle Regan stated that the school has so many policies against bullying and yet she feels like it was like a lynch mob. The students brought the discussion into school and it is shameful. It is not who the community is. It is the community's responsibility to attend meetings.

Ms. Vanessa Sheehan asked if the Agenda could be posted earlier and if the district could livestream. Ms. Rowland stated the Board could have further discussion.

Ms. Allison Christian asked if the Agenda could be e-mailed on hot topics that would be on the agenda.

Ms. Angela Deeney stated that she liked the idea of livestreaming the meetings. She also would like the Board to consider a panel option for hiring a new Principal.

**PRESENTATION:**

Ms. Rowland recognized the April Staff Recognition award recipients. The nominees were: Amy Allen, Emmalee Cogle, Regina DeStefano, Ed Doerr, John Fortunato, Cheryl Miller, Jim Miller, Pam Nugent, Cathy Pepe, Jeanette Pill, Marilynne Regan, Monica Rowland, Meg Sass, Kristy Schaub, Nancy Stazzone, Elizabeth Stryker, Bonnie Wade-Taffera, Cathy Zisk.

**CORRESPONDENCE:** An e-mail from a community member regarding the Principal was received.

**APPROVAL OF MINUTES:**

Motion was made by Mrs. Larsen and seconded by Mrs. Geoffrion to approve the following:

Approve the following minutes:

- Approval of Minutes - March 9, 2017 Committee of the Whole Meeting
- Approval of Minutes - March 16, 2017 Special Budget Meeting
- Approval of Minutes - March 23, 2017 Regular Board Meeting

Motion carried.

**CURRICULUM:**

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

Approve the following bus trips during Kindergarten Orientation:

<b>Group/Class</b>	<b>Event/Destination</b>	<b>Date</b>	<b>Approximate Cost Per Student (Cost of Attendance not Paid by District)</b>
Kindergarten	Take current Kindergarten Students Home on the Bus at 11:30 a.m.	6/2/17	\$0.00
Children registering at Kindergarten Orientation	Kindergarten Safety and Bus Ride Around the TES Parking Lots and out on the road	6/2/17	\$0.00

Motion carried.

**POLICY:**

A policy draft of athletic participation for students homeschooled and/or attending schools outside of the Tewksbury School District was presented to the Board.

A job description for fundraising was discussed.

**PUBLIC HEARING:**

Ms. Monica Rowland presented the 2017-2018 budget to the Board and public.

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

Adopt the budget for the 2017-2018 school year as follows:

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUES</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
2017-2018 Total Expenditures	\$14,601,383	\$139,800	\$770,552	\$15,511,735
Less: Anticipated Revenues	\$2,264,586	\$139,800	-0-	\$2,404,386
Taxes to be Raised	\$12,336,797	-0-	\$770,552	\$13,107,349

Mrs. Frank abstained.

Motion carried on a roll call vote

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

Approve the following policies on first reading:

- 5119 Transfers
- 5143.3 Health Examinations
- 6010 Goals and Objectives
- 6114 Emergencies and Disaster Preparedness
- 6140 Curriculum Adoption
- 6141 Curriculum Design, Development
- 6142 Subject Fields
- 6142.4 Physical Education and Health
- 6142.10 Internet Safety and Technology
- 6145 Extracurricular Activities
- 6145.1, 6145.2 Intramural, Interscholastic Competition
- 6162.5 Research
- 6163.1 Media Center, Library
- 6164.4 Child Study Team
- 6171 Special Instructional Program
- 6173 Home Instruction

Mrs. Frank abstained.

Motion carried on a roll call vote.

**FINANCE:**

Motion was made by Mrs. Larsen and seconded by Mrs. Geoffrion to approve the following:

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of February 28, 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 February 28, 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 February 28, 2017.

Approve the attached list of transfers.

Approve the list of bills dated April 27, 2017 in the amount of \$1,335,914.76.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Cathy Carver	5/8/17	-0-	-0-	yes	CDK end of year accounting workshop
Cynthia Weiss	5/8/17	-0-	-0-	no	CDK end of year accounting system workshop
Joanne Black	tbd	-0-	-0-	yes	CDK end of year accounting system workshop
Barbara Simcox	5/9/17	-0-	-0-	no	CDK end of year personnel system workshop
Cynthia Weiss	5/9/17	-0-	-0-	no	CDK end of year personnel system workshop
Sheila Donovan	on-line	\$299.00	-0-	no	Pesi - Child Development on-line Conference
Barbara Tosco	4/28/17	\$140.00	-0-	yes	Workshop- Strategies for Understanding and Supporting Students with High Functioning Autism in the Mainstream or Inclusion Based Classroom

Accept the receipt of the following e-rate funds:

3/28/2017	\$22,471.53	IT Upgrade Project
4/4/2017	\$ 2,173.53	Telecommunications
4/11/2017	\$21,815.77	IT Upgrade project

Accept receipt of the following grant funds from the School Development Authority

- Project name: OTS Generator  
 Project Number: 5180-030-14-2004 Grant G5-5233  
 Total Cost \$446,132.07  
 FEC \$446,132.07  
 State Share: \$178,452.83
- Project name: TES Security Upgrades  
 Project Number: 5180-055-14-1008 Grant G5-5236  
 Total Cost \$220,846.10  
 FEC \$220,846.10  
 State Share: \$ 88,338.44

Approve the Business Administrator’s Merit Goal Attainment for the 2016-2017 school year and submission to the Executive County Superintendent for payment approval.

Goal #1: Obtain QPA(Qualified Purchasing Agent) Certificate \$2,833.00

Approve Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor “of record” for the 2017-2018 school year.

Approve the transfer from maintenance reserve in the amount of \$75,000 for WWTP (wastewater treatment plant) and the OTS septic pump repairs.

Accept the receipt of funds in the amount of \$25,000 from NJ Schools Insurance Group for claim # 16PR00249D for damages due to mold as per insurance policy.

Approve use of the Health Care cost adjustment in the amount of \$131,939 in the 2017-2018 budget to support a substantial increase in health benefits.

Accept the donation of a graduation banner from the PTA. Value of banner is less than \$500.00.

Mrs. Frank abstained.

Motion carried on a roll call vote.

**TECHNOLOGY:** None

Mrs. Jenkins arrived. The time was 8:50 p.m.

**FACILITIES:**

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

Approve the Hunterdon County YMCA Summer Recreation Program to be held at Tewksbury Elementary School from July 10 - August 3, 2017 between the hours of 8:30 a.m. to 1:00 p.m.

Motion carried on a roll call vote.

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

Motion to accept the change order from HAKS, 485E Route 1 South, Suite 200, Iselin, NJ 08830, in accordance with the terms of the contract awarded by the Hunterdon County Educational Services Commission (HCESC), for professional water testing services as follows:

Change order reflects the additional pricing for 35 samples to be taken on the water fountains inside the TES classrooms which were not included in original quote.

**Tewksbury Township School District  
Hunterdon County Educational Services Commission  
Water Testing Services #HCESC-SER-16-02**

**Water Sampling Services**

# of Samples	35
Sampling and Reporting (\$30.50/sample drawn)	\$960
Lead (\$30.50/sample)	\$1,067
<b>Total</b>	<b>\$2,027</b>

Motion carried on a roll call vote.

**COMMUNICATIONS:** None.

**OTHER:** None.

**SUPERINTENDENT'S REPORT:**

Ms. Rowland reported that there was one HIB report for the month of April.

**NEW BUSINESS:**

- Banner donation
- lottery system discussion to be revisited

**AUDIENCE:**

Ms. Lauriene Taylor inquired about the approval process for fundraisers.

**EXECUTIVE SESSION:**

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to enter Executive Session. The time was 9:00 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 matters, student matters, and attorney-client privilege for approximately forty-five 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.

The Board exited the Executive Session. The time was 10:15 p.m.

**PERSONNEL:**

Motion was made by Mrs. Larsen and seconded by Mr. Thorp to approve the following:

At the recommendation of the Superintendent, approve to hire the attached list of employees for the 2017-2018 school year.

- Attachment #1 - Non-Tenured Administrators, Teachers
- Attachment #2 - Tenured Administrators, Tenured Teachers
- Attachment #3 - Tenured Secretaries, Cash Account Reconciliation Specialist
- Attachment #4 - Supervisor of Transportation, Bus Drivers
- Attachment #5 - Supervisor of Buildings & Grounds, Custodians

Motion carried on a roll call vote.

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

Accept the resignation of Scott Yerger, OTS principal effective April 27, 2017.

Motion carried on a roll call vote.

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

Resolved, that the Board of Education hereby accepts the resignation of Monica Rowland effective July 31, 2017 or sooner if the Board finds a suitable Interim Superintendent for the District, but not before June 30, 2017.

Motion carried on a roll call vote.

**ADJOURNMENT:**

Motion was made by Mrs. Larsen and seconded by Mrs. Geoffrion to adjourn the meeting. The time was 10:20 p.m.

Respectfully submitted,

Joanne Black/Board Secretary