

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Regular Board Meeting

October 27, 2016

The Committee of the Whole 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. Bartels, Mrs. Resnick, Dr. Schiller, Ms. Tenerelli, Mrs. Larsen

**ABSENT:** Mrs. Geoffrion, Mrs. Jenkins, Mr. Regan

**ALSO PRESENT:** Ms. Rowland-Superintendent, Mrs. Black - Business Administrator

**PRESENTATION:**

- Mrs. M. Verderamo presented a video of the Kindergarten class.
- The Board of Education interviewed the following candidates to fill the vacant seat:
  - Ms. Sylvia Deo
  - Ms. Leslie Ackerman
  - Mr. Charles Taylor
  - Mr. Andrew Patykula
- Mr. Eric Collins, Engineer from Becht Engineering presented a preliminary assessment of the HVAC systems at the schools. The next step will be to survey the pipes at TES and prepare specifications for the re-insulation of the pipes and recommend mechanical changes if deemed necessary.
- Mr. Glenn Arbesfeld- SSP Architectural Group-reviewed the LRFP
- Ms. Lisa Schneider - presented the PARCC/DATA presentation

**APPROVAL OF MINUTES:**

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

- September 8, 2016 Committee of the Whole Meeting
- September 8, 2016 Executive Session

- September 22, 2016 Regular Board Meeting
- September 22, 2016 Executive Session

Motion carried.

**CURRICULUM:**

Ms. Rowland stated that representatives are going to Voorhees meetings. .

**POLICY:**

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to approve on first reading the following policies:

- 2131 Chief School Administrator
- 2224 Nondiscrimination-Affirmative Action
- 4111 Recruitment, Hiring and Selection
- 4111.1, 4211.1 Nondiscrimination, Affirmative Action
- 4112.4 4212.4 Employee Health
- 4113, 4213 Assignment; Transfer
- 4211 Recruitment, Selection and Hiring
- 5114 Suspension and Expulsion
- 5145.4 Equal Educational Opportunity
- 6121 Nondiscrimination, Affirmative Action
- 6164.2 Guidance Services

Policy 3542.1 was tabled.

Motion carried on a roll call vote.

**FINANCE:**

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

Pursuant to N.J.A.C. 6A-23A-16.10(c)(3), I certify that as of August, 31, 2016 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 July 31 and August, 31, 2016 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 July 31, 2016.

Accept the Board Secretary's Report and the Cash Account Reconciliation Report for month ending August 31, 2016.

Approve the attached list of transfers.

Approve the list of bills dated October 27, 2016 in the amount of \$1,388,669.18.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Mary Chandler	11/10/16	\$40.00	-0-	yes	79th Annual NJ Assoc. of Administrative Office Professionals Convention
Lisa Schneider	9/28/16	\$125.00	-0-	yes	NJACE Science Education Institute
Joan Condren	10/14/16	\$230.00	-0-	yes	NJIDA Conference
Carol Moran	10/14/16 - 10/15/16	\$301.00	-0-	yes	NJIDA Conference
Joanne Black	10/19/16	-0-	-0-	yes	NJASBO School Security
Emily Searle	11/17/16 - 11/18/16	\$150.00	-0-	yes	NJ Association of School Librarians Conference
Anne Rosenthal	11/17/16 - 11/18/16	\$150.00	-0-	yes	NJ Association of School Librarians Conference
Susan Stecker	11/17/16 - 11/18/16	\$445.00	\$174.00 Lodging \$96.00 Meals & Incidentals	yes	Annual Speech Hearing Association Annual Convention, Phila. PA
Connie Feinsod	11/14/16	\$129.00	-0-	yes	Parents & School Success Rutgers University School of Social Work

Approve the following allocation of 2015-2016 surplus:

Capital Reserve       \$425,000  
 Budgeted 2017-2018 \$527,234

Accept the quote from Rapid Pump & Meter Service Co., Inc. in the amount of \$6,759.74 for the installation of the temporary pump for the septic pump station repair project. This quote was awarded, as were other septic repairs, under Section 18A:18-7 Emergency Contracts.

Approve placement of student #9018305163 at Clinton Township School District for 2016 Extended School Year beginning June 27, 2016 through July 28, 2016 at a tuition cost of \$5,732.12 plus transportation.

Approve placement of student #9018305163 at Clinton Township School District for School Year 2016-2017 at a total cost of \$70, 453.97. This is comprised of \$ 41,279.00 tuition, aide \$ 23,140.00, benefits \$4,705.52, and other services \$1,329.45.

Approve placement of student # 8648863621 at Warren County Special Services School District for School Year 2016-2017 beginning September 6, 2016 through June 30, 2017 at at tuition cost of \$41,030.00.

Approve to provide a full time Aide for student #8648863621 at Warren County Special Services School District for School Year 2016-2017 beginning September 6, 2016 through June 30, 2017 at an annual salary of \$39,900.00.

Approve SSP Architects to prepare the specifications and bid package for the re-insulation of the pipes at the Tewksbury Elementary School.

Approve SSP Architects to prepare the specifications and bid package for the septic pump station at the Old Turnpike School.

Approve entering into contract with Brett DiNovi & Associates, LLC to conduct a Functional Behavior Assessment for student #5344566836 at a cost not to exceed \$1,875.00.

Approve payment #2 to K & D Contractors in the amount of \$ 61,275.00 for the loading dock and stairs project.(Approved for payment by SSP Architects)

Approve the disposal of the following buses:

Bus # 8 & 12	54 passenger bus
Bus # 10	Van

Approve the additional payment to Ahera Consultants in the amount of \$300.00 for additional air quality sampling. The contract had been awarded under Section 18A:18-7 Emergency Contracts.

Motion carried on a roll call vote.

**TECHNOLOGY:**

1:1 roll out is complete for grades 5-8

**PERSONNEL:**

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

Approve the maternity leave request for Employee I.D. #6489, 5th Grade Social Studies Teacher, effective approximately February 13, 2017 through June 30, 2017. Employee will use accumulated sick and personal days followed by a 12 week unpaid FMLA Leave.

Approve the maternity leave request for Employee I.D. #6628, Elementary School Special Education Teacher, effective approximately January 30, 2017. Employee will use accumulated sick and personal days followed by a 12 week unpaid FMLA Leave. Employee's anticipated return date is Monday, May 15, 2017.

Approve the following substitute teachers for the 2016-2017 school year pending criminal history review:

- Caitlin Della Salla
- Jennifer Mack

Approve Heather Olla as a Home Instruction Teacher for the 2016-2017 school year beginning October 28, 2016 through June 30, 2017 on an as needed basis at Step 8 MA at \$45.60 per hour plus mileage.

Approve Ryan Lagomarsino as an unpaid volunteer for the Boys' Basketball Team for the 2016-2017 school year.

Approve Patty Jennings as Head Softball Coach for the 2016-2017 school year at \$4,401.00.

Approve Heather Jean Olla as Assistant Softball Coach for the 2016-2017 school year at \$3,721.00.

Approve Ryan Lagomarsino as Head Track and Field Coach for the 2016-2017 school year at \$3,554.00.

Approve Peter Berg as Assistant Track and Field Coach for the 2016-2017 school year at \$3,721.00.

Approve Tom Lobb as Head Boys Lacrosse Coach for the 2016-2017 school year at \$4,401.00.

Approve Mike Fortino as Assistant Boys Lacrosse Coach for the 2016-2017 school year at \$3,046.00.

Approve Peter Berg as Head Boys Basketball Coach for the 2016-2017 school year at \$5,247.00.

Approve Heather Jean Olla as Head Girls Basketball Coach for the 2016-2017 school year at \$5,247.00.

Approve Darcy Harp as Cheerleading Coach (shared position) for the 2016-2017 school year at \$2,623.50.

Approve Nicole Dickinson as Cheerleading Coach (shared position) for the 2016-2017 school year at \$2,623.50.

Approve Joel Barrett as Head Baseball Coach for the 2016-2017 school year at \$4,401.00.

Approve John Preston as Assistant Baseball Coach for the 2016-2017 school year at \$3,721.00.

Approve Darcy Harp as Head Girls Lacrosse Coach for the 2016-2017 school year at \$4,401.00.

Approve Rachel Gentile as Assistant Girls Lacrosse Coach for the 2016-2017 school year at \$2,198.00.

Motion carried on a roll call vote.

**SUPERINTENDENT’S REPORT:**

- Mrs. Rowland reported here were no HIB reports for the month of October.
- Mrs. Larsen inquired as to how many people are not able to get time slots for Parent/Teacher conferences.

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

Approve the submission of the QSAC Statement of Assurance and District Performance Review to the NJ Department of Education

Approve the Middle School Code of Conduct

Motion carried on a roll call vote.

**EXECUTIVE SESSION**

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to enter Executive Session. The time was 10:20 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, finance and other 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 will be taken.

## **PERSONNEL**

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

Approve increase of hours for Carolyn Scheper, Special Education Instructional Aide, from 5 hours to 5.5 hours daily Monday through Friday at Step 8 at \$17.15 per hour hour effective October 18, 2016 through June 30, 2017.

Approve increase of hours for Nancy Stazzone, Special Education Instructional Aide, from 5.5 hours to 7.17 hours daily Monday through Friday at Step 3 at \$15.51 per hour hour effective October 28, 2016 through June 30, 2017.

Accept with regret, the notice of retirement from Eugene Fleming, School Bus Driver, effective January 12, 2017.

Motion carried on a roll call vote.

## **FINANCE**

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

Approve the list of bills containing Check #9442 - Check #9460 in the amount of \$251,709.70.

Approve the 2 proposed merit goals for Joanne Black as qualitative goals.

Motion carried on a roll call vote.

## **OTHER**

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

Appoint Leslie Ackerman to the open seat on the Board of Education of the Tewksbury School District.

Motion carried on a roll call vote.

## **ADJOURNMENT**

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to adjourn the meeting. The time was 10:44 p.m.

Motion carried.