

Minutes July 28, 2016

TEWKSBURY TOWNSHIP BOARD OF EDUCATION

Board Meeting

July 28, 2016

The Regular Meeting of the Tewksbury Township Board of Education was called to order by Joanne Black, Business Administrator at 7:09 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. Jenkins, Mrs. Resnick, Ms. Tenerelli, Mrs. Larsen

ABSENT: Ms. Delventhal, Mrs. Geoffrion, Mr. Regan, Dr. Schiller

ALSO PRESENT: Monica Rowland-Superintendent, Joanne Black-Business Administrator

PRESENTATION: Superintendent Monica Rowland presented the School Performance Reports.

CORRESPONDENCE: A letter was received from the Oldwick Fire Company accepting two retired school buses to be used for training purposes.

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

- June 7, 2016 Committee of the Whole Meeting
- June 7, 2016 Executive Session
- June 28, 2016 Board Retreat
- June 28, 2016 Regular Board Meeting
- June 28, 2016 Executive Session

Motion carried.

CURRICULUM: Motion was made by Mrs. Larsen and seconded by Mrs. Resnick to approve the following field trips for the 2016-2017 school year:

Group/Class	Event/Destination	Date	Approximate Cost Per Student (Cost of Attendance not Paid by District)
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Pre-K	Whittemore Wildlife Sanctuary	Sept. 2016	\$5.00
Pre-K	West Portal Pumpkin Patch	Oct. 2016	\$10.00
Pre-K	Raritan Valley Planetarium	March 2017	\$10.00
Pre-K	Whittemore Wildlife Sanctuary Garden Quilt	May 2017	\$5.00
Pre-K	Ort Farms	May 2017	\$10.00
Pre-K	Califon Last Day of School with Family/Friends	June 2017	\$0.00
Kindergarten	Melick's Farm	Fall 2016	\$0.00
Kindergarten	Tewksbury Rescue Squad & Police Dept.	Spring 2017	\$0.00
Kindergarten	Frelinghuysen Arboretum	Spring 2017	\$8.00
Kindergarten	Fosterfield's Living Farm	Spring 2017	\$8.00
1st Grade	RVCC Theatre	November 2016	\$8.00
1st Grade	RVCC Planetarium	February 2016	\$13.00
2nd Grade	Merrill Creek	Sept. 2016	TBD (new trip) Actual Cost = \$0.00
2nd Grade	Sandy Hook	May 2017	\$14.00
2nd Grade	Teetertown	Spring 2017	\$4.00
3rd Grade	Waterloo Village	October 2016	\$10.00
3rd Grade	DaVinci Science Center	March 2017	\$9.50
4th Grade	Delaware River Floating Steamboat Classroom, Lambertville, NJ	Sept./Oct. 2017	\$22.00
4th Grade	RVCC Curriculum related performances (1 or 2 visits)	Winter 2016/2017	\$8.00
4th Grade	Franklin Mineral Mines	April/May 2017	\$9.00
4th Grade	Washington's Crossing State Park	June 2017	\$10.00
5th Grade	Bronx Zoo	October 2016	\$55.00
6th Grade	Camp Mason	April 2017	\$200.00
7th Grade	Philadelphia	May 2017	\$75.00
8th Grade	Clinton Township Middle School- Michael Fowlin Presentation	October 7, 2016	\$1.00
8th Grade	NYC Broadway	October 2016	TEF pays for tickets, \$50 for bus and lunch
8th Grade	Voorhees H.S.- Freshman Introduction	January 2017	\$0.00
8th Grade	Washington D.C.	May/June 2016	Balance due after fundraisers (estimated between \$200-\$300)
6th, 7th, 8th Grade Band, Chorus, Strings	Hershey Park PA Music Festival	May 2017	\$110-\$120
5th, 6th Grade	Reading Olympics	March/April 2017	\$20/team
7th, 8th Grade	Battle of the Books	April 2017	\$5/student
5th,6th,7th,8th Grade	Voorhees High School to watch a Varsity Field Hockey Game	Fall 2016	\$0.00

Middle School Art Club	Grounds for Sculpture	June 2017	\$25.00
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Motion carried.

Ms. Rowland stated that she has been sharing articles with the staff regarding homework and will be sending out a survey once school is back in session.

FINANCE:

Motion was made by Mrs. 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 May 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 May 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 May 31, 2016.

Approve the attached list of transfers.

Approve the list of bills dated June 30, 2016 in the amount of \$49,809.44 and July 28, 2016 in the amount of \$663,878.69.

Approve the following workshops:

Staff Member	Date	Registration	Other Expenses	Travel/ Mileage	Event/Destination
Kelly Cullen	10/18/16	\$175.00	\$0.00	yes	NJAAP Annual School Health Conf.
Judi Piccolo-Torsky	10/18/16	\$175.00	\$0.00	yes	NJAAP Annual School Health Conf.
Regina DeStefano	8/8/16 - 8/12/16	\$300.00	\$0.00	yes	Next Generation Summer Science Institute
Monica Rowland	9/29/16	\$172.95	\$0.00	yes	Hunterdon County Superintendent’s Retreat

Kelly Takayama	10/9/16-10/11/16	\$185.00	\$0.00	yes	Art Educators of NJ Fall Conference
Monica Rowland	10/25/16-10/27/16	\$250.00	\$165.00	yes	NJ School Boards Annual Convention
Joanne Black	10/25/16-10/27/16	\$250.00	\$165.00	yes	NJ School Boards Annual Convention
Lisa Schneider	10/25/16-10/27/16	\$250.00	\$165.00	yes	NJ School Boards Annual Convention
Alessandra MacFarlane	10/25/16- 10/26/16	\$175.00	\$0.00	yes	NJ Science Convention
Allison Warren	10/25/16- 10/26/16	\$175.00	\$0.00	yes	NJ Science Convention
Debbie Schroepfer	10/25/16- 10/26/16	\$175.00	\$0.00	yes	NJ Science Convention
Barbara Simcox	8/17/16	\$149.00	\$0.00	yes	GAFE Crash Course for Administrative Assistants
Eileen Callahan	8/17/16	\$149.00	\$0.00	yes	GAFE Crash Course for Administrative Assistants
Dee Krowl	8/17/16	\$149.00	\$0.00	yes	GAFE Crash Course for Administrative Assistants

Approve Maschio’s Food Services, Inc. of Chester, NJ, to manage the Tewksbury Township Board of Education’s food services for the 2016-17 school year at an annual cost of \$6,930.00 as recommended by the School Business Administrator. Maschio’s Food Service, Inc. guarantees that the food service operation for the 2016-17 school year shall operate at “no cost”.

Motion carried on a roll call vote.

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

Approve the following lunch prices:

Student Lunch: \$3.25
Adult Lunch: \$3.75

In addition, the district will not participate in the NSLP for school year 2016-2017.

Motion carried on a roll call vote.

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

Authorize the School Business Administrator to obtain quote and purchase an additional bus through the Hunterdon County Educational Services Commission to replace bus #8. (Note: This is in addition to two buses currently budgeted and approved in 2016-2017 budget.)

Accept the 2015-2016 extraordinary special education aid (EXAID) in the amount of \$18,276.00.

Approve the resolution for participation in the joint agreement for coordinated transportation between the Tewksbury Township Board of Education and the Hunterdon County Educational Services Commission for the 2016-2017 school year.

Motion carried.

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

Approve Water Management Services, Inc. as the Licensed Operator for the Tewksbury Elementary School waste water treatment plant for the 2016-2017 school year at the cost of \$1,200.00/month.

Resolution for the Award of Bid – Loading Dock and Stair Replacement

Whereas, the Tewksbury Board of Education, pursuant to N.J.S.A. 18A:18A-1, et seq., publicly advertised and solicited for sealed bids for the Loading Dock and Stair Replacement at Tewksbury Elementary School (“the Project”); and

Whereas, in accordance with that advertisement, the bids were received, publicly opened and read aloud in the District Administrative Office on July 26, 2016; and

Whereas, K&D Contractors, LLC of Kenilworth, New Jersey, submitted a bid in the amount of \$202,975.00, inclusive of bid allowances in the amounts of \$7,500.00 and \$20,000.00, respectively; and

Whereas, there are no material defects in K&D Contractor’s bid and it is, therefore, the lowest responsible and responsive bidder for the Project;

NOW, THEREFORE, be it resolved by the Board of Education, that the bid be awarded to:

K&D Contractors, LLC, 351 Monroe Avenue, Kenilworth, NJ 07033, in the total amount of \$202,975.00, inclusive of the above-referenced bid allowances, subject to the terms and conditions of a contractual agreement pending review by Board counsel, and which the Board President is thereafter authorized to execute on behalf of the Board.

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 District or 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:

iMac	iPad Air	Memory
Mac mini	iPad mini	Input Devices
MacBook	iPad Pro	Accessories
MacBook Air	Displays	Cases & Covers
MacBook Pro	Mac Pro	Protection Plans

Motion carried on a roll call vote.

TECHNOLOGY: The Aspire and Comcast projects are underway.

FACILITIES: Loading dock bid opening was reviewed - 2 bid packets received: \$258,000.00 by Drill Corp. and \$202,975.00 by K&D Contractors. The payphone at OTS will be removed and there will be an annual savings of approximately \$800.00.

COMMUNICATIONS: Ms. Rowland stated that we are moving away from Honeywell and will use Realtime.

SUPERINTENDENT'S REPORT: There was no HIB Report for July.

UNFINISHED BUSINESS:

Motion made by Mrs. Larsen and seconded by Mrs. Jenkins to approve the board goals as discussed.

Motion carried.

NEW BUSINESS: It was suggested that Gwen Thornton, field representative from NJSBA come to a future meeting to discuss transition/succession planning for BOE members.

EXECUTIVE SESSION: Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to enter Executive Session. The time was 9:20 p.m. Mrs. Black read the following statement:

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 matters pertaining to school safety and security, and personnel. 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.

OPEN SESSION: Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to return to Open Session. The time was 9:45 pm.

PERSONNEL:

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

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

- Kaitlyn Bourne
- Erin Trevena
- Adam Polinger

Approve Dolores Krowl as 8th Grade Play Production Manager for the 2016-2017 school year at \$1,716.00.

Approve Keith Csolak as 8th Grade Play Director for the 2016-2017 school year at \$4,680.00.

Approve Keith Csolak as 8th Grade Play Musical Director for the 2016-2017 school year at \$1,950.00.

Approve Bonnie Mendralla as 8th Grade Co-Advisor for the 2016-2017 school year at \$487.50.

Approve Dolores Krowl as 8th Grade Co-Advisor for the 2016-2017 school year at \$487.50.

Approve Joel Barrett as 8th Grade Overnight Trip Co-Coordinator for the 2016-2017 school year at \$312.00.

Approve Dolores Krowl as 8th Grade Overnight Trip Co-Coordinator for the 2016-2017 school year at \$312.00.

Approve Allison Warren as Outdoor Education Coordinator for the 2016-2017 school year at \$624.00.

Approve Keith Csolak as Jazz Band Director for the 2016-2017 school year at \$1,170.00.

Approve Mary Yakimec as Magazine Drive Coordinator for the 2016-2017 school year at \$585.00.

Approve Regina DeStefano as Odyssey of the Mind Co-Advisor for the 2016-2017 school year at \$1,950.00.

Approve Joel Barrett as Odyssey of the Mind Co-Advisor for the 2016-2017 school year at \$975.00.

Approve Ed Doerr as Odyssey of the Mind Co-Advisor for the 2016-2017 school year at \$975.00.

Approve Nancy Carle as Ski Club Advisor for the 2016-2017 school year at \$4,630.00.

Approve Patty Jennings as Student Council Moderator for the 2016-2017 school year at \$1,170.00.

Approve Nicole Dickinson as Vocal Ensemble Director for the 2016-2017 school year at \$1,170.00.

Approve Patty Jennings as Yearbook Co-Advisor for the 2016-2017 school year at \$910.00.

Approve Becky Palmer as Yearbook Co-Advisor for the 2016-2017 school year at \$910.00.

Approve Karen Morrow as Yearbook Co-Advisor for the 2016-2017 school year at \$910.00.

Approve Mary Cutri-French as OTS Guidance Counselor for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Kelly Cullen as OTS School Nurse for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Allison Warren as OTS Regular Education Teacher for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Lauren Vasko as OTS Special Education Teacher for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Judi Piccolo-Torsky as TES School Nurse for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Camille Bristow as TES Regular Education Teacher (shared position) for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Gail Grube-Riva as TES Regular Education Teacher (shared position) for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Yahna Fiscarelli as TES Regular Education Teacher (shared position) for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Pam Nugent as TES Regular Education Teacher (shared position) for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

Approve Brenda Votta as TES Special Education Teacher for the I&RS Committee for the 2016-2017 school year at \$39.00 per hour.

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

Approve Patty Jennings as Assistant Field Hockey Coach for the 2016-2017 school year at \$3,721.00.

Approve Peter Berg as Head Boys Soccer Coach for the 2016-2017 school year at \$4,401.00.

Approve Catherine Zisk as Head Cross Country Coach for the 2016-2017 school year \$4,401.00.

Approve Alessandra MacFarlane as Head Field Hockey Coach for the 2016-2017 school year at \$3,554.00.

Approve Heather Olla as Head Girls Soccer Coach for the 2016-2017 school year at \$4,401.00.

Approve Darcy Harp as an unpaid Volunteer Girls Soccer Coach for the 2016-2017 school year.

Motion carried on a roll call vote.

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

Approve upon the recommendation of the Superintendent, that the Board hereby approves Bonnie Wade-Taferra as an Elementary School Teacher for the 2016-2017 school year, effective August 29, 2016 through June 30, 2017 at BA Step 6, \$57,773 following the ratified agreement between the Tewksbury Education Association and the Board of Education of Tewksbury Township.

Approve upon the recommendation of the Superintendent the job description for the Human Resource Payroll Specialist/ Assistant to the Business Administrator.

Approve upon the recommendation of the Superintendent Cynthia Weiss as the Human Resource Payroll Specialist/Assistant to the Business Administrator at an annual salary of \$48,000 effective July 1, 2016 through June 30, 2017.

Motion carried on a roll call vote.

UNFINISHED BUSINESS

Motion was made by Mrs. Larsen and seconded by Mrs. Bartels to approve restructuring of the Integrated Preschool Program from two half day sessions (9:40 am to 12:10 pm & 1:00 pm to 3:30 pm) to one full day session (9:30 am to 3:20 pm) as a pilot program with quarterly updates.

Motion carried on a roll call vote.

ADJOURNMENT

Motion was made by Mrs. Larsen and seconded by Mrs. Jenkins to adjourn the meeting. The time was 9:55 p.m.