June 12, 2023 Committee of the Whole Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Committee of the Whole Meeting of the Tewksbury Township Board of Education was called to order by Ms. Stein at 7:01 p.m. at Old Turnpike School.

Ms. Stein read the Sunshine Law:

Welcome to a meeting of the Tewksbury Township Board of Education. 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 and the Hunterdon Democrat and notice of the meeting has been posted on the Tewksbury Township School District website. www.tewksburyschools.org.

The Board pledged Allegiance to the Flag.

PRESENT: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein

ABSENT: Ms. Niang

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Heather Goguen-Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Ms. Stein and seconded by Ms. Carrino to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, James Charniga, Karen Fleming, Greg Davidson, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

PRESENTATION: Dr. Michael Mitchell gave a presentation on updates to the OTS School Schedule for 2023-2024.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler stated that the district received the results from the NJDOE QSAC evaluation, receiving 100% in most areas. The Board reviewed the HIB Report, Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	Old Turnpike School
Month/Year	May 2023	May 2023
Date	5/12/2023	5/24/23
Drill Description	Shelter Drill	Unplanned Hold in Place

Duration/ Time of Drill	6 minutes	2 minutes
Weather Conditions	n/a	sunny
Conductor of Drill	M. Verderamo, L. Moore	Mitchell/Krowl
Notification Method	Loudspeaker	PA system

MINUTES: Motion was made by Ms. Stein and seconded by Dr. Simon to approve the following minutes:

- May 10, 2023 Committee of the Whole Meeting
- May 10, 2023 Executive Session
- May 24, 2023 Regular Board Meeting
- May 24, 2023 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, James Charniga, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

CURRICULUM: Dr. Shouffler shared the HIB summary report for the 2022-2023 school year. The school physician, Dr. Jaskolski, will no longer be doing school physicals. There are two practices Dr. Shouffler has interviewed to be the new school physician. One practice offers the continuation of school physicals, the other does not. The YMCA will not be running their summer program at TES due to the low registration numbers. The district will notify the parents, and also see if these students can attend some of the summer programs offered by the district.

POLICY: None.

FINANCE: Ms Goguen updated the board on the bond interest rates. The motion approving the IDEA grants has not come through so that will not be voted on until August.

Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following:

Approval of Bills

> BE IT RESOLVED that the Board approve the attached lists of district bills for payment as presented by the School Business Administrator for the period May 25, 2023 through June 12, 2023 for a total amount of $649,798.60.

Acceptance and Approval of Board Secretary's Report for the month of May, 2023.

> BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of April, 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Acceptance and Approval of Treasurer's Report for the month of May, 2023.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of May, 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Approve the attached list of transfers.

Approve Maschio's Food Service, Inc. as the Food Service Management Company for the 2023-2024 school year with a management fee of $15,000 and a subsidy not to exceed $10,000.

Approve School Lunch Prices for 2023-2024 as follows:

Adult/Student Lunch	Current Price (22-23)	Recommended Price (23-24)
Student Regular Lunch	$6.25	$6.25
Adult Lunch	$7.00	$7.00

Approve the following resolution for transfer to Capital Reserve Account:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS,the Tewksbury Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed $800,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Tewksbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

BE IT RESOLVED, that the Board approve the following resolution:

Approval to Transfer Current Year Surplus to Capital Reserve Account

Acknowledge receipt of Report of Vendors for the 2022-2023 school year as per P.L. 2015 Chapter 47.

Approve the submission of the ESEA application for the FY 2024, and accept the grant award upon subsequent approval for the FY 2024 ESEA application. Grant allocations:

Title I A	$13,595.00
Title IIA	$ 7,232.00
Title IV	$10,000.00

Approve placement of student #2939084202 at ECLC of New Jersey for the 2023 Extended School Year Program beginning July 5, 2023 through August 5, 2023 at a tuition rate of $12,044.60 plus transportation.

Approve placement of student #2939084202 at ECLC of New Jersey for the 2023-2024 School Year beginning September 5, 2023 through June 30, 2024 at a tuition rate of $108,401.40 plus transportation.

Approve placement of student #6150315175 at the Calais School for the 2023-2024 School Year beginning September 5, 2023 through June 30, 2024 at a tuition rate of $93,794.40 plus transportation.

Approve placement of student #3677617586 at The Midland School for the 2023 Extended School Year Program beginning July 5, 2023 through August 15, 2023 at a tuition rate of $18, 201.00 plus transportation.

Approve placement of student #3677617586 at The Midland School for the 2023-2024 School Year beginning September 7, 2023 through June 30, 2024 at a tuition rate of $109,206.00 plus transportation.

Approve entering into contract with Loving Care Agency, Inc. d/b/a Avenana Healthcare for nursing services for student #5412800533 for the Extended School Year Program and the 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 at an hourly rate of $70.00.

Rescind the following motion which was approved at the March 22, 2023 Board Meeting:
Approve the Shared Services contract between the Tewksbury Township School District and the Califon School District, for Tewksbury to provide a Library/Media Specialist for the 2023-2024 school year.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, James Charniga, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

TECHNOLOGY: The design committee met recently to discuss the school colors, font and logo. Navy blue was decided as the school color along with white, with orange being an accent color. Students are being polled on the tiger logo and results will be revealed at the August board meeting. Several new website templates are being considered and will be discussed more at a future date.

FACILITIES: Several summer projects will be taking place that have been approved in the budget. The paving of the TES parking lot will take place after ESY is finished and will be done prior to the start of school. In conjunction with Tewksbury Township, the driveway leading up to TES will also be paved. Blue lights will be installed at OTS to comply with Alyssa's Law, door upgrades, door locks, the card reader system, access points,

server replacements and the migrating of the phone system into the cloud will also take place. The flooring will be replaced in the TES main office and Board office. The PTA is donating pavers for the OTS courtyard and one of the district parents has volunteered to do the installation.

Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following:

Reject Capital Paving & Contracting bid results for the Paving Project for Tewksbury Elementary School for 2C-AA#3 Repave Roadway Section at Fairmont Rd. East for a cost of $79,439 and 2E-AA#4 Repave Roadway Area on Drawings C1.02 & C2.02 for a cost of $135,369. These results were previously tabled on March 22, 2023 until further information could be received.

Approve payment of 50% of expenses to Repave Roadway Section at Fairmont Rd. East and Roadway Area to Tewksbury Elementary School to Tewksbury Township when the project is completed at a cost not to exceed $61,000.

Approve the Tewksbury Township Police Department to use Tewksbury Elementary School for training purposes in conjunction with Priority of Life Training and Consulting. August dates TBD.

Approve the donation of $2,571.00 from the Tewksbury Township PTA for a gaga pit at Old Turnpike School.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, James Charniga, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

TRANSPORTATION: Motion was made by Ms. Stein and seconded by Dr. Simon to approve the following:

Rescind the following motion which was approved at the May 10, 2023 Board Meeting:
Approve the use of one small school bus and bus driver to transport cadets attending the Tewksbury Junior Police Academy on the following dates:

Date	***Time***	***Destination***
June 21, 2023	8:00 a.m. - 3:00 p.m.	Met Life Stadium, East Rutherford, NJ
June 23, 2023	8:00 a.m. - 2:00 p.m.	Camp Bernie, Port Murray, NJ

Approve the use of one small school bus and bus driver to transport cadets attending the Tewksbury Junior Police Academy on the following dates:

Date	**Time**	**Destination**
June 22, 2023	9:00 a.m. -5:00 p.m.	NJ Transit PD Training Facility, Orange, NJ
June 23, 2023	8:00 a.m. - 2:00 p.m.	Camp Bernie, Port Murray, NJ

Final Resolution: Motion carried on a roll call vote.

Yes: Jillian Carrino, James Charniga, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang
Abstain: Greg Davidson

COMMUNICATIONS: Climate surveys were sent out to parents, staff and students.

OTHER: The board meeting scheduled for June 21, 2023 has been canceled.

LEGISLATIVE REVIEW: None.

REORGANIZATION APPOINTMENTS: Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following:

Approve the annual appointment of Dr. Ron Frank/Green Brook Family Medicine to be the District's Medical Inspector for the 2023-2024 school year.

Approve the shared transportation services agreement between the Readington Township Board of Education and the Tewksbury Township Board of Education for the 2023-2024 school year.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, James Charniga, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Ms. Stein and seconded by Ms. Carrino to close the public comment portion of the meeting.

All in Favor: Jillian Carrino, James Charniga, Karen Fleming, Greg Davidson, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

PERSONNEL: The Superintendent's contract has been revised to clean up some language in the beginning that has been unclear to the state of NJ. The Superintendent's role and compensation remains the same. The new staff has all been hired for the 2023-2024 school year.

PUBLIC HEARING REGARDING SUPERINTENDENT CONTRACT

The Board hereby opens the public hearing on the Superintendent contract.

- Discussion
- Public Comments
- Motion to close public hearing and approve the revised Superintendent contract.

Motion was made by Ms. Stein and seconded by Ms. Carrino to closed the public hearing.

All in Favor: Jillian Carrino, James Charniga, Karen Fleming, Greg Davidson, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following:

WHEREAS, the Board has determined to amend the term of its current contract with Superintendent of Schools Jennifer Shouffler, Ed.D; and

WHEREAS, the Board gave notice of its intention to amend the Superintendent's contract as required by N.J.S.A. 18A: 11-11; and

WHEREAS, the Hunterdon County Executive Superintendent of Schools has approved the amended contract.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to N.J.S.A. 18A:7-8, 18A:17-15 and N.J.A.C. 6A:23A-3.1 et. seq., the Board hereby approves the revised contract of employment for Dr. Shouffler, which runs from July 1, 2022 through June 30, 2027.

At the recommendation of the Superintendent, approve Brianna Cresci as a full time Elementary School Teacher beginning August 28, 2023 through June 30, 2024 at Step 3 BA $60,151.00.

At the recommendation of the Superintendent, approve Robert Lovering as a full time Middle School Science Teacher beginning August 28, 2023 through June 30, 2024 at Step 4 BA $60,751.00.

At the recommendation of the Superintendent, approve Roxanne Reynolds as a full time Custodian beginning on or about June 27, 2023 through June 30, 2023 at Step 7 $40,220.00.

At the recommendation of the Superintendent, approve Roxanne Reynolds as a full time Custodian beginning July 1, 2023 through June 30, 2024 at Step 7 $40,825.00.

At the recommendation of the Superintendent, approve the following substitutes for the 2023-2024 school year:

Andrioli, Maryann	Henderson, Frank (Bus Driver)	Scala, Monica (Staff)
Barnes, Darraugh	Holl-Zusman, Elizabeth	Scardelli, Kelly
Blair, Corinne	Kalamarides, Ruth	Searles, Linda
Callahan, Eileen (Staff)	Kasperowitz, Carol	Shangold, Yvette (Nurse)
Ciak, Pat	Lance, Donna	Simcox, Barbara (Staff)
Cline, Robert (Bus Driver)	Lindower, Carrie (Nurse)	Soulages, Laura
Dec, Sharon	McCarthy, Henry	Swan, Kara (Staff)
DeStefano, Regina	Pepe, Cathy (Staff)	Van Doren, Lisa
DiYanni, Kristen (Staff)	Piccolo-Torsky, Judith (Nurse)	Van Epps, Constance (Staff)
Dodge, Candace	Prussack, Lori (Nurse)	Werber, Tristan (Nurse)
Edmund, Samantha	Puppe, Gennifer	Wernicki, Caroline

Everhart, Daniella	Reilly, Donna	Wernicki, John
Fritz, Lysa	Rinehart, Mackenzie	Yarton, Caroline (Nurse)
Goodwin, Robert (Staff)	Rinehart, Madison	
Heithoff, Heather (Nurse)	Russell, Amanda	

At the recommendation of the Superintendent, approve Monica Scala as a Substitute Special Education Aide for the 2023 Extended School Year Program beginning June 26, 2023 through July 27, 2023 at Step 7 at $19.32 per hour on an as needed basis.

At the recommendation of the Superintendent, approve the following summer staff effective on or about June 19, 2023 through August 25, 2023.

Name	Position	Hourly Rate	Hours
Conor Dec (returning)	IT Support Technician	$18.00	Up to 32 hours per week
Pam Hoy (returning)	IT Support Technician	$18.00	Up to 32 hours per week
Camryn Valenta	IT Support Technician	$14.50	Up to 32 hours per week
Trey Verderamo	Summer Custodian	$14.50	Up to 32 hours per week
Holden Ackerman	Summer Custodian	$14.50	Up to 32 hours per week
Sebastian Fojtu	Summer Custodian	$14.50	Up to 32 hours per week
Ian Barno	Summer Custodian	$14.50	Up to 32 hours per week

Approve the following lateral moves for staff effective August 28, 2023:

Name	Moving From	Moving To
Joelle Capece	Step 7 BA + 15	Step 8 BA + 30

At the recommendation of the Superintendent, approve the following staff for Summer 2023 Curriculum Writing.

Name	Curriculum	Hourly Rate	Hours
Cathy Zisk	Gr. 6 Refine the Social Studies Units of Study	$40/hour	Up to 10
Michael Wilpiszeski	ELA Enrichment Grades 5-8 (ELA Aspire)	$40/hour	Up to 20

Approve the summer hours for the following staff members:

Name	Description	Compensation	Hours
Brianni Cresci	Kindergarten Playdate in August, 2023	$41.95/hour	Up to 3 hours, including 1 hour of prep time
Tracy Barnes	Kindergarten Playdate in August, 2023	$18.67/hour	Up to 2 hours
Tara Prunty	Kindergarten Playdate in August, 2023	$18.67/hour	Up to 2 hours

Rescind the following motion for the Extended School Year Program which was approved at the May 24, 2023 meeting:

Capece, Joelle	*SP ED Teacher - Tutor*	*Step 8 BA +30*	*up to 30*	*$47.91*
Olla, Heather	*SP ED Teacher - Tutor*	*Step 15 MA +15*	*up to 30*	*$67.79*
Allen, Amy	*SP ED Teacher - Tutor*	*Step 15 MA +30*	*up to 30*	*$68.56*

At the recommendation of the Superintendent, approve the following staff for Extended School Year Program from June 26, 2023 through July 27, 2023.

Name	Position	Step	Hours	Compensation
Capece, Joelle	SP ED Teacher - Tutor	Step 8 BA +30	up to 25 hrs. including 5 hrs. of prep	$48.68
Olla, Heather	SP ED Teacher - Tutor	Step 15 MA +15	up to 37.5 hrs. including 7.5 hrs. of prep	$67.79
Allen, Amy	SP ED Teacher - Tutor	Step 15 MA +30	up to 12.5 hrs. including 2.5 hrs. of prep	$68.56

At the recommendation of the Superintendent, approve Katherine Provel as a Substitute Extended School Year Speech Language Therapist beginning June 26, 2023 through July 27, 2023 at Step 4 MA $45.44 per hour on an as needed basis.

Approve the following honoraria positions for the 2023-2024 school year:

Name	Position	Stipend
Amy Allen	Ski Club Advisor	$4,630.00
Dee Krowl	Student Council Moderator (shared position)	$660.00
Bonnie Mendralla	Student Council Moderator (shared position)	$660.00
Allison Caruso	7th Grade Trip Coordinator (shared position)	$362.50
Dee Krowl	7th Grade Trip Coordinator (shared position)	$362.50
Dee Krowl	8th Grade Trip Coordinator	$725.00
Amanda Kouzis	Odyssey of the Mind Advisor (TES&OTS)	$3,900.00
Dee Krowl	Magazine Drive/8th Gr. Fundraiser Coordinator	$585.00
Dee Krowl	8th Grade Advisor (shared position)	$562.50

Bonnie Mendralla	8th Grade Advisor (shared position)	$562.50
Amy Allen	Yearbook Advisor - OTS	$1,500.00
Kristen Rinehart	Yearbook Advisor - TES	$1,500.00
Nicole Polinger	Show Chorus/Vocal Ensemble	$1,197.00
Chris Shaffer	Jazz Band	$1,197.00
Heather Olla	Athletic Director (full year position)	$5,382.00
Cathy Zisk	Cross Country Head Coach	$4,401.00
Tom Lobb	Cross Country Assistant Coach	$3,721.00

Approve the following clubs and advisors for the 2023-2024 school year:

Advisors	Name of Club	Description	Stipend	Supply Budget
Camille Bristow Mike Wooby	TES Safety Patrol (4th Grade)	Provide upper class role models to teach younger students about safety following the AAA safety patrol program for the state of NJ. This will be a full year club.	$3,000.00 (full year club, shared position)	Not to exceed $150.00
Nicole Amato	ELA Homework Helper (Gr. 5-8)	Thursdays after school on a rolling basis as needed for grades 5 through 8 for help with homework	$3,000 (full year)	$0
Bonnie Mendralla	Math Homework Helper (Gr. 5-8)	Wednesdays after school on a rolling basis as needed for grades 5 through 8 for help with homework	$3,000 (full year)	$0
Pam Nugent	Crazy 8s Math Club (Gr. 3-4)	After school weekly club using activities and supplies through Crazy 8s organization, dedicated to putting the fun and discovery back into learning math.	$1,500 (half year) Sept.-Jan.	$125.00
Pam Nugent	Crazy 8s Math Club (Gr. 1-2)	After school weekly club using activities and supplies through Crazy 8s organization, dedicated to putting the fun and discovery back into learning math.	$1,500 (half year) Feb.-June	$125.00

Approve the building location changes for the following staff members:

Name	Moved from	Moved to
Jeanette Pill	Tewksbury Elementary School	Old Turnpike School
Kelly Takayama	Old Turnpike School	Tewksbury Elementary School

Approve the revised job description for School Psychologist.

At the recommendation of the Superintendent, approve Katherine Royer as a full time School Psychologist beginning August 28, 2023 through June 30, 2024 at Step 2 MA+30 $66,251.00.

At the recommendation of the Superintendent, approve the following staff for summer 2023 Child Study Team work:

Name	Position	Step	Hourly Rate	Hours
Katherine Royer	School Psychologist	Step 2 MA +30	$46.20	up to 40

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, James Charniga, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

OLD BUSINESS: Ms. Stein thanked everyone that worked on the 8th grade dance and trip.

NEW BUSINESS: Mr. Davidson stated that the morning announcements are very difficult to hear in the TES gym.

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Ms. Carrino to enter Executive Session. The time was 8:07 p.m.

Motion was made by Ms. Stein and seconded by Ms. Carrino to return to Open Session. The time was 8:39 p.m.

PERSONNEL (continued)

Motion to was made by Ms. Stein and seconded by Ms. Fleming to approve the following:

Approve the Superintendent's 2022-2023 Evaluation.

Final Resolution: Motion carried on a roll call vote.
Yes: Jillian Carrino, James Charniga, Greg Davidson, Karen Fleming, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Munoz to adjourn the meeting. The time was 8:42 p.m.

All in Favor: Jillian Carrino, James Charniga, Karen Fleming, Greg Davidson, Susanne Jardinella, Suleyka Munoz, William Simon, Andrea Stein
Absent: Khadija Niang

Respectfully submitted,

Heather Goguen
Board Secretary