Minutes May 24, 2023 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Stein at 7:00 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 (arrived 7:01), Mr. Charniga, Ms. Fleming, Ms. Jardinella, Ms.Munoz, Ms. Niang, Dr. Simon, Ms. Stein

ABSENT: Mr. Davidson

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, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein
Absent: Greg Davidson

PRESENTATION: None.

CORRESPONDENCE: An email was received from a Tewksbury resident regarding policy.

SUPERINTENDENT'S REPORT: Dr. Shouffler spoke about the successes the sports teams have had, with many teams making it into the semi finals and finals. She emphasized how proud she is that our student athletes are learning to be gracious, win or lose, and are learning how to gain self-confidence while valuing others. The Board reviewed the HIB Report, Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		
Month/Year	April 2023	April 2023	May 2023
Date	4/20/2023	4/25/2023	5/11/2023
Drill Description	Bus Evacuation Drill - Lower Parking Lot, Route #s 1,2,3,4,6,8,9,12,18	Evacuation Drill	Fire Drill

Duration/ Time of Drill	8:35 a.m.	12 minutes 2:32 to 2:44	5 minutes 9:05 to 9:10
Weather Conditions	Sunny	Sunny	Sunny
Conductor of Drill	B. Hoffman & L. Moore	L. Moore	L. Moore
Notification Method	Radios	Radios and Loudspeakers	Pull Station

School	**Old Turnpike School**			
Month/Year	April 2023	April 2023	May 2023	May 2023
Date	4/20/23	4/26/23	5/12/23	5/18/2023
Drill Description	Bus Evacuation Drill, in front of School, Route #s 1,2,3,4,6,8,9,12	Evacuation Drill	Fire Drill	Unplanned fire drill
Duration/ Time of Drill	7:30 AM	11 minutes	8:30 AM	12 minutes
Weather Conditions	Sunny	Sunny	Sunny	Sunny
Conductor of Drill	B. Hoffman, M. Mitchell	M. Mitchell & D. Krowl	M. Mitchell & D. Krowl	Mitchell/Krowl
Notification Method	Radios	PA system & walkies for both	Pull Station	Alarm

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

- April 5, 2023 Committee of the Whole Meeting
- April 5, 2023 Executive Session
- April 26, 2023 Regular Board Meeting
- April 26, 2023 Executive Session

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

CURRICULUM: Dr. Shouffler shared with the BOE the data on the after-school tutoring program this school year. This intervention program was supported with federal grant funding to encourage learning progression after the pandemic. This grant funding has now been spent. Many students took advantage of the free tutoring, primarily in the middle school. If the program is continued, district funds would have to be used. Perhaps a more limited, targeted intervention program with ELA and Math can be considered. Dr. Shouffler spoke about the many opportunities for field trips the district offers. Safety is always a priority and we do our best to ensure the safety of the students while off school grounds. These trips provide opportunities for the students to engage with their friends in a different setting while enhancing their academic experience.

POLICY: Motion was made by Ms. Stein and seconded by Ms. Fleming to approve the following regulation on second reading:

- R5200 Attendance

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

FINANCE: Ms. Goguen stated that the district will finish their debt service payments on their bonds as of June 2026. The planning for a new bond service is a lengthy process. The district can work with the architect on potential projects which would have to be included in the Long Range Facility Plan and the ROD grants can also work in conjunction with this. Future discussions will be planned.

Motion was made by Ms. Stein and seconded by Dr. Simon 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 April 27, 2023 through May 24, 2023 for a total amount of $1,287,863.05.

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

BE IT RESOLVED that upon review of the Treasurer's Report 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 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 Califon Student ID# 8019183530 to attend Tewksbury's summer Extended School Year preschool program - no transportation, for a fee of $2,305.98.

Approve Califon Student ID# 8689570923 to attend Tewksbury's summer Extended School Year elementary school program - with transportation, for a fee of Califon of $2,305.98 plus $311.94.

Approve the following workshop/travel requests for the 2022-2023 school year.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

- that travel is directly related to and within the scope of the employee or Board member's duties or responsibilities; and for employees, the school district's professional development plan;
- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Staff Member	Date	Registration	Other Expenses*	Event/Destination
Samantha Wu	5/24/23	-0-	-0-	Practice Sets Academy (a new Google Classroom feature) - 1 hour Virtual session
Barbara Simcox	6/13/23	-0-	mileage $18.66	Criminal History Record Check Training, - 2 hour meeting at Hunterdon County Office of Education, Flemington, NJ

*Mileage will be reimbursed according to board policy.

Approve the following field trips for the 2022-2023 school year.

Grade	Destination	Date	Cost to Student (cost of attendance not paid by district)
K	Oldwick Library for Story Hour	June, 2023	-0-

Approve the following school event:

School	Event	Description	Date	Advisor
TES	Move Up Day	Ice Cream Truck for 4th graders for move up day - funded by PTA	June 2023	Principal Moore
TES	End of Year Celebration	Kona Ice Truck for School End of Year - funded by PTA	June 2023	Principal Moore

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

TECHNOLOGY: None.

FACILITIES: There was a food advisory committee last week. Several staff members and one parent attended. Feedback has been positive from parents, students and staff. The students at both schools were given surveys to rate their favorite and least favorite foods. Lunch prices and the subsidy for next school year were discussed.

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

Approve the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 whereby bathrooms are accessible across the hall from Kindergarten classroom 104 and adult supervision to the bathrooms will be provided in a manner that does not infringe upon instructional time.

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

TRANSPORTATION: None.

COMMUNICATIONS: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

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

Appoint Heather Goguen as Board Secretary for the 2023-2024 school year.

Appoint Paula Hatch as Cash Account Reconciliation Specialist for the 2023-2024 school year.

Approve the annual appointment of Bank of America and Peapack Gladstone Bank as the District's Official Depository for the 2023-2024 school year.

Approve the annual appointment of the Courier News to be the District's official legal newspaper and the Hunterdon Review and Hunterdon Democrat to be the District's official Alternate newspaper for the 2023-2024 school year.

Authorize the Board Secretary to pay bills between Board Meetings and that all bills paid will be presented for Board approval at the next scheduled meeting for the 2023-2024 school year.

Approve the annual appointment of School Business Administrator, as Investment Officer for the district for the 2023-2024 school year.

Appoint School Business Administrator as Custodian of Records for the 2023-2024 school year.

Approve the Coordinator of Buildings and Grounds as Integrated Pest Management Coordinator, Indoor Air Quality Designee and AHERA Coordinator for the 2023-2024 school year.

Approve the Coordinator of Buildings and Grounds as the Right to Know Officer for the 2023-2024 school year.

Approve the following Tax Shelter Annuity Companies for the 2023-2024 school year:

Fidelity Investments	Vanguard	Valic
AXA Equitable	Lincoln Financial	Metropolitan Life

Approve the following companies offering disability insurance to district employees for the 2023-2024 school year:

Unum	Colonial	Prudential

Approve School Alliance Insurance Fund as the district's insurance carrier for the 2023-2024 school year.

Approve participation of the district with Horizon Blue Cross Blue Shield of NJ for medical and prescription benefits and with Delta Dental of NJ for dental benefits for the 2023-2024 school year.

Approve the following appointments for the 2023-2024 school year without competitive bidding as "Professional Services" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession:

Provider	**Service**	**Est Amt. Not to Exceed**
Schenck, Price, Smith and King, LLP	Legal	$25,000 ($185/hr-attny; $125/paralegal)
Ardito and Company, LLP	Auditor	$17,654
LAN Associates	Architect	$5,000
Parette Somjen	Architect	$37,000

Approve the following Extraordinary Unspecifiable Services exempt from competitive bids and awarded through the RFP process including technical criteria, management criteria, and cost criteria for the 2023-2024 school year:

Provider	**Service**	**Est Amt. Not to Exceed**
Phoenix Financial Advisors	Financial Advisory Services	$3,000
Centric	Broker of Record (Health and Dental benefits)	$30,000
CBIZ	Broker of Record	$24,417

Approve R and L Payroll Services as the service provider for payroll functions, effective July 1, 2023 through June 30, 2024.

Approve CDK Systems as the computer service provider for board office administrative and accounting functions, effective July 1, 2023 through June 30, 2024.

Approve Realtime Information Systems as the computer service provider for student record functions, effective July 1, 2023 through June 30, 2024.

Approve Payschools as the Point of Sale system for food service, effective July 1, 2023 through June 30, 2024.

Adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint board president and board secretary to act as parliamentarians for the 2023-2024 school year.

Adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2023-2024 school year.

Be it resolved that the Tewksbury Township Board of Education appoints the School Business Administrator, Heather Goguen, pursuant to N.J.A.C. 5:34-5.5, as purchasing agent of the board of education, and as such, establishes and sets the bid threshold amount of $44,000 for the board of education, and furthermore, the board authorizes the School Business Administrator to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount and to approve competitive quotations for amounts more than $6,600 for the 2023-2024 school year.

Approve the School Business Administrator, to make all necessary final transfers for the 2022-2023 school year budget in order to balance the budget for June 30, 2023.

Appoint the School Business Administrator, as Public Agency Compliance Officer for purchasing and liaison official with the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office for the 2023-2024 school year..

Approve the bonding of the School Business Administrator as Board Secretary per state law for the 2023-2024 school year. .

Approve re-establishment of the petty cash fund in the amount of $500, naming the School Business Administrator as custodian for the 2023-2024 school year. :

Location	**Amount**	**Maximum Single Expenditure**	**Responsible Administrator**
Board Office	$500	$75	Business Administrator

Approve the Standard Operating Procedures Manual for the 2023-2024 school year.

Approve the Purchasing Procedures Manual for the 2023-2024 school year.

Approve CDW contract for technology upgrades, including laptops, chromebooks, wiring and supplies, as named in the 2023-2024 budget, through ESCNJ/AEPA-22G for an amount not to exceed $170,000 for the 2023-2024 school year.

Authorize the Board Secretary to advertise for and receive bids for supplies, equipment and services for the 2023-2024 school year when required by the Public School Contracts Law.

Approve the following resolution authorizing the procurement of goods and services through the New Jersey state purchasing agency for the 2023-2024 school year:

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and,

WHEREAS, the Tewksbury Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and,

WHEREAS, the Tewksbury Township School Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED, that the Tewksbury Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all state contracted vendors.

Authorize the renewal of cooperative agreements between the Tewksbury Township School District and the following for the 2023-2024 school year.:

- Somerset County Cooperative Program (SOCCP)
- The Educational Services Commission of New Jersey (ESCNJ)
- Morris County Cooperative Pricing Council (MCCPC)
- Hunterdon County Educational Services (HCESC)

Approve the contract between the Tewksbury School District and Frontline Education for the period July 1, 2023 through June 30, 2024 for the Absence, Substitute Management System, and Teacher Evaluation, and IEP Direct System.

Approve Rullo & Jullet Associates, Inc. as the district's Right To Know and PEOSH Hazard communication consultant for the 2023-2024 school year.

Approve Water Management Services, Inc. as our wastewater treatment plant operator for the 2023-2024 school year.

Approve McGowan LLC. as our well water compliance management for the 2023-2024 school year.

Approve Ahera Consultants Incorporated for asbestos and indoor air quality services for the 2023-2024 school year.

Approve Accurate Pest Control for Integrated Pest Management Services for the 2023-2024 school year.

Approve the Superintendent to hire additional personnel as needed for the 2023-2024 school year with subsequent approval at the next Board Meeting.

Approve all teachers to serve on the I&RS committee on an as needed basis for the 2023-2024 school year.

Authorize the Superintendent to declare miscellaneous items no longer needed as surplus and to dispose of those items if and when necessary for the 2023-2024 school year.

Approve the Tewksbury Township School District Board of Education and the Educational Services Commission of Morris County - Professional Support Agreement for the 2023-2024 school year.

Approve the benefit year for New Jersey earned sick leave as July 1, 2023 to June 30, 2024.

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

Approve the contract between the Hunterdon County Educational Services Commission Board of Education and the Tewksbury Township School District Board of Education to provide public school services for the 2023-2024 school year beginning July 1, 2023 through June 30, 2024.

Approve the contract between the Hunterdon County Educational Services Commission Board of Education and the Tewksbury Township School District Board of Education to provide paraprofessional services for the 2023-2024 school year beginning July 1, 2023 through June 30, 2024.

Approve the Resolution for Participation in Coordinated Transportation Agreement between the Tewksbury Township Board of Education and the Hunterdon County Educational Services Commission (HCESC) for the 2023-2024 school year beginning July 1, 2023 through June 30, 2024.

Approve the contract between the Hunterdon County Educational Services Commission Board of Education and the Tewksbury Township School District Board of Education to provide Technology Services for the 2023-2024 school year beginning July 1, 2023 through June 30, 2024.

Approve entering into contract with Glasberg Behavioral Consulting Services, LLC for Board Certified Behavior Analyst services for 2023-2024 School Year beginning September 1, 2023 through June 30, 2024 for up to 400 hours at a rate of $167.50 per hour.

Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations for 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 at a rate of $415.00 per evaluation.

Approve entering into contract with Therapeutic Intervention, Inc. for School Based Occupational Therapy Services for 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 at a rate of $100.00 per hour.

Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Evaluations for 2023-2024 School Year beginning July 1, 2022 through June 30, 2024 at a rate of $415.00 per evaluation.

Approve entering into contract with Therapeutic Intervention, Inc. for School Based Physical Therapy Services for 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 at a rate of $100.00 per hour.

Approve entering into contract with Educational Services Commission of Morris County for the provision of Child Study Team services for 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 based on the 2023-2024 approved rate schedule for the Commission.

Approve entering into contract with Hunterdon County Educational Services Commission for the provision of Child Study Team services for 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 based on the 2023-2024 approved rate schedule for the Commission.

Approve entering into contract with Garden State AAC Specialists for Augmentative and Alternative Communication System Evaluations and services for 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 based on the 2023-2024 rate schedule.

Approve the tuition rates for the 2023-2024 school year as calculated in the NJDOE budget software:

Grade Level	**Cost**
Kindergarten	$23,546
Grades 1-5	$28,004
Grades 6-8	$29,277

Approve Board Secretary Tax Request Authorization: Township of Tewksbury. Resolved, that the amount of taxes hereby certified as $13,313,778.00 for the General Fund is the amount required by the Tewksbury Township Board of Education to meet its obligations during the 2023-2024 school year from the Township of Tewksbury and, be it further Resolved, that the amount of taxes hereby certified as $739,983.00 for the Debt Service Fund is the amount required by the Tewksbury Township Board of Education to meet its debt obligations during the 2023-2024 school year from the Township of Tewksbury, and, be it further Resolved, that the Tewksbury of Township is required to deposit the funds with the district as indicated herein:

Month	**General Fund**	**Debt Service**	**Total Amount Due**
July 2023	$2,191,315.50	$150,978.00	$2,342,293.50
September 2023	$2,145,958.50	$196,335.00	$2,342,293.50
November 2023	$2,145,958.50	$196,335.00	$2,342,293.50
January 2024	$2,145,958.50	$196,335.00	$2,342,293.50
March 2024	$2,342,293.50	$0.00	$2,342,293.50

May 2024	$2,342,293.50	$0.00	$2,342,293.50
TOTAL	**$13,313,778.00**	**$739,983.00**	**$14,053,761.00**

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

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, Susanne Jardinella, Suleyka Munoz, Khadija Niang, William Simon, Andrea Stein
Absent: Greg Davidson

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

At the recommendation of the Superintendent, approve Lauren Sanford as a full time Paraprofessional beginning August 28, 2023 through June 30, 2024 at Instructional Aide Step 3, $17.56 per hour, pending criminal history review.

At the recommendation of the Superintendent, approve Daniela DiGiovanni as a full time Middle School Math Teacher beginning August 28, 2023 through June 30, 2024 at Step 1 MA $63,551.00.

Approve Rick DeJaager as the new teacher mentor for Daniela DiGiovanni, Middle School Math Teacher. Upon completion, the Tewksbury Township Board of Education will then issue a check to the mentor for $550.00.

Accept the letter of resignation from Sean Hayes, Custodian, effective May 24, 2023.

Approve the change of buildings for the following staff members:

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

Approve the summer hours for the following teachers:

Name	Description	Compensation	Hours
Liz Gentile	Kindergarten Playdate in August, 2023	$67.03/hour	Up to 3 hours, including 1 hour of prep time

Fay Perticari	Kindergarten Playdate in August, 2023	$45.45/hour	Up to 3 hours, including 1 hour of prep time
Sheila Donovan	Review Classes, Meet and Greets, New Family Orientation, prepare 504 plans	$67.79/hour	Up to 10 hours
Mary Cutri-French	Review Classes, Meet and Greets, New Family Orientation, prepare 504 plans	$67.79/hour	Up to 10 hours
Nancy Morogiello	Record Transfers, Medical Compliance, Preparation for Students and Staff	$64.72/hour	Up to 15 hours
Kelly Cullen	Record Transfers, Medical Compliance, Preparation for Students and Staff	$68.56/hour	Up to 15 hours

Approve the following staff member as a substitute, if needed, to chaperone the 8th grade trip to Washington D.C.

Grade	Destination	Date	Chaperone	Compensation
8	Washington D.C. Overnight Trip	June, 2023	Alana Magro	Not to exceed $1,000

Approve the lateral move for the following teacher effective July 1, 2023:

Name	Moving from	Salary	Moving to	Salary
Joelle Capece	Step 7 BA + 15	$64,436.00	Step 8 BA + 30	$69,771.00

Approve the following substitute school nurses for 1 full day (½ day in May, ½ day in August) to receive specific training for a student's individual health plan:

- Heather Heithoff
- Carrie Lindower
- Lori Prussack

Approve the step and salary for the following bargaining unit members for the 2023-2024 school year:

Last Name	First Name	Position	Guide/Step	Salary	Longevity	Total Salary
Mitchell	Michael	Administrator	n/a	$148,598.00	$0.00	$148,597.84
Moore	Lisa	Administrator	n/a	$129,750.00	$0.00	$129,750.00
Thompson	Robin	Administrator	n/a	$108,990.00	$0.00	$108,990.00
Verderamo	Megan	Administrator	n/a	$119,144.00	$0.00	$119,144.00
Barnes	Tracy	Paraprofessional	Inst. Aide, Step 5	$24,363.00	$0.00	$24,363.23
Diyanni	Kristen	Paraprofessional	Inst. Aide, Step 13	$28,069.00	$0.00	$28,069.26
Goodwin	Robert	Paraprofessional	Inst. Aide, Step 4	$23,959.00	$0.00	$23,958.70
Harp	Darcia	Paraprofessional PT	Inst. Aide, Step 12	$21,141.00	$0.00	$21,141.12
Horensky	Amy	Paraprofessional	Inst. Aide, Step 4	$23,959.00	$0.00	$23,958.70

Johnson	Christina	Paraprofessional	Inst. Aide, Step 10	$26,581.00	$0.00	$26,581.63
O'Brien	Amanda	Paraprofessional	Inst. Aide, Step 3	$23,554.00	$0.00	$23,554.17
Prunty	Tara	Paraprofessional	Inst. Aide, Step 5	$24,363.00	$0.00	$24,363.23
Schneider	Radine	Paraprofessional PT	Inst. Aide, Step 13	$21,532.00	$0.00	$21,531.51
Smith	Nelly	Paraprofessional	Inst. Aide, Step 3	$23,554.00	$0.00	$23,554.17
Van Epps	Constance	Paraprofessional	Inst. Aide, Step 4	$23,959.00	$0.00	$23,958.70
Contreras	Luis	Custodian	Custodian, Step 6	$40,025.00	$0.00	$40,025.00
Erhart	Seann	Custodian	Custodian, Step 8	$42,185.00	$0.00	$42,185.00
Franco Orellana	Alejandro	Custodian	Custodian, Step 9	$43,600.00	$0.00	$43,600.00
Grover Sr	Dale	Custodian	Custodian, Step OG	$57,147.00	$500.00	$57,647.00
Henderson	Frank	Custodian	Custodian, Step OG	$57,147.00	$0.00	$57,147.00
Rizzolo	Kyle	Custodian	Custodian, Step 5	$39,225.00	$0.00	$39,225.00
Allen	Amy	Teacher	MA+30, Step 15	$98,271.00	$750.00	$99,021.00
Amato	Nicole	Teacher	MA+30, Step 15	$98,271.00	$750.00	$99,021.00
Auld-Morogiello	Nancy	School Nurse	BA+15, Step 15	$92,771.00	$0.00	$92,771.00
Berg	Peter	Teacher	BA+30, Step 13	$84,102.00	$0.00	$84,102.00
Brinkhoff	Sandra	Teacher	MA, Step 10	$77,652.00	$0.00	$77,652.00
Bristow	Camille	Teacher	BA+15, Step 15	$92,771.00	$2,000.00	$94,771.00
Burns	Jennifer	Teacher	BA+30, Step 15	$93,871.00	$0.00	$93,871.00
Capece	Joelle	Teacher	BA+30, Step 8	$69,771.00	$0.00	$69,771.00
Caruso	Allison	Teacher	MA, Step 10	$77,652.00	$0.00	$77,652.00
Chapman	Rebecca	Teacher	MA+30, Step 15	$98,271.00	$750.00	$99,021.00
Cullen	Ann	Teacher	MA+30, Step 15	$98,271.00	$1,500.00	$99,771.00
Cutri-French	Mary	Guidance	MA+15, Step 15	$97,171.00	$1,500.00	$98,671.00
De Jaager	Frederick	Teacher	MA, Step 15	$96,071.00	$0.00	$96,071.00
Delgrande	Patrice	Teacher	MA+30, Step 14	$92,436.00	$0.00	$92,436.00
Den Bleyker	W Jodi	Teacher	MA, Step 15	$96,071.00	$1,500.00	$97,571.00
Donovan	Sheila	Guidance	MA+15, Step 15	$97,171.00	$0.00	$97,171.00
Emge	Aimee	Teacher	MA, Step 15	$96,071.00	$750.00	$96,821.00
Erb	Meghan	Teacher	BA, Step 7	$65,542.00	$0.00	$65,542.00
Femiano	Sara	Social Worker	MA+30, Step 14	$92,436.00	$0.00	$92,436.00
Fiscarelli	Yahna	Teacher	MA, Step 15	$96,071.00	$750.00	$96,821.00
Forsythe	Alyssa	Teacher	BA, Step 5	$62,151.00	$0.00	$62,151.00
Frankosky	Joseph	Teacher	BA+15, Step 7	$66,642.00	$0.00	$66,642.00
Fuentes	Nicole	Teacher	MA, Step 11	$80,357.00	$0.00	$80,357.00

Gentile	Elizabeth	Teacher	MA, Step 15	$96,071.00	$2,000.00	$98,071.00
Jennings	Patricia	Teacher	BA, Step 15	$91,671.00	$1,500.00	$93,171.00
Kouzis	Amanda	Teacher	MA+15, Step 9	$76,077.00	$0.00	$76,077.00
Kovalsky	Krista	Teacher	MA+15, Step 15	$97,171.00	$1,500.00	$98,671.00
Levy	Jaime	Teacher	MA, Step 15	$96,071.00	$750.00	$96,821.00
Lobb	Thomas	Teacher	BA, Step 14	$85,836.00	$0.00	$85,836.00
Magro	Alana	Teacher	BA, Step 5	$62,151.00	$0.00	$62,151.00
Mendralla	Bonnie	Teacher	MA+30, Step 15	$98,271.00	$750.00	$99,021.00
Moore	Katrina	Teacher	MA, Step 15	$96,071.00	$750.00	$96,821.00
Morrow	Karen	Teacher	MA+30, Step 15	$98,271.00	$750.00	$99,021.00
Moyer	Susan	Speech Teacher	MA+15, Step 15	$97,171.00	$750.00	$97,921.00
Mukherjee	Jessica	Teacher	BA+30, Step 3	$62,351.00	$0.00	$62,351.00
Nichols	Lorraine	Teacher	MA+30, Step 15	$98,271.00	$2,000.00	$100,271.00
Nugent	Pamela	Teacher	BA+30, Step 15	$93,871.00	$750.00	$94,621.00
Obercian	Maura	Teacher	MA+30, Step 15	$98,271.00	$0.00	$98,271.00
Olla	Heather	Teacher	MA+15, Step 15	$97,171.00	$0.00	$97,171.00
Perticari	Fay	Teacher	MA, Step 4	$65,151.00	$0.00	$65,151.00
Picardo	Juliean	Teacher	BA+15, Step 9	$71,677.00	$0.00	$71,677.00
Piesla	Alexandria	Teacher	BA, Step 9	$70,577.00	$0.00	$70,577.00
Pill	Jeanette	Teacher	MA, Step 15	$96,071.00	$750.00	$96,821.00
Polinger	Nicole	Teacher	MA+30, Step 15	$98,271.00	$750.00	$99,021.00
Provel	Katherine	Speech Teacher PT	MA, Step 4	$45,605.70	$0.00	$45,605.70
Rinehart	Kristen	Teacher	MA, Step 13	$86,302.00	$0.00	$86,302.00
Rosenthal	Anne	Teacher	MA, Step 13	$86,302.00	$0.00	$86,302.00
Saksa	Tara	Teacher	MA+15, Step 15	$97,171.00	$750.00	$97,921.00
Searle	Emily	Teacher	MA+15, Step 10	$78,752.00	$0.00	$78,752.00
Shaffer	Christopher	Teacher	BA, Step 2	$59,651.00	$0.00	$59,651.00
Sipos	Scott	Teacher	BA, Step 15	$91,671.00	$2,000.00	$93,671.00
Steinman	Scott	Teacher	MA+15, Step 15	$97,171.00	$2,000.00	$99,171.00
Strange	Stephen	Teacher	BA, Step 15	$91,671.00	$750.00	$92,421.00
Takayama	Kelly	Teacher	MA, Step 8	$71,971.00	$0.00	$71,971.00
Wade-Taffera	Bonnie	Teacher	BA, Step 13	$81,902.00	$0.00	$81,902.00
Wilpiszeski	Michael	Teacher	MA, Step 12	$83,492.00	$0.00	$83,492.00
Wooby	Michael	Teacher	BA, Step 15	$91,671.00	$2,000.00	$93,671.00
Wu	Samantha	Teacher	MA, Step 13	$86,302.00	$0.00	$86,302.00

Zisk	Catherine	Teacher	MA+30, Step 14	$92,436.00	$0.00	$92,436.00

Approve the salary for the following non- bargaining unit members for the 2023-2024 school year:

Last Name	First Name	Position	Salary	Longevity	Total Salary
Ely	Craig	B&G Coordinator	$83,040.00	$0.00	$83,040.00
Holmes	Thomas	Asst. B&G Coordinator	$51,900.00	$0.00	$51,900.00
Bednarz	Sharon	Bus Driver	$31.14/hour	$0.00	$31.14/hour
Corrado	Robin	Bus Driver	$31.14/hour	$0.00	$31.14/hour
Grant	Mildred	Bus Driver	$31.14/hour	$0.00	$31.14/hour
Henderson	Frank	Bus Driver	$29.20/hour	$0.00	$29.20/hour
Hoy	Pamela	Bus Driver Cafeteria Aide	$31.14/hour $25.21/hour	$0.00	$31.14/hour $25.21/hour
McCaffrey	Darlene	Bus Driver	$43.40/hour	$0.00	$43.40/hour
McKee	Heidi	Bus Driver	$37.00/hour	$0.00	$37.00/hour
Poyer	Donna	Bus Driver	$38.34/hour	$0.00	$38.34/hour
Schuyler	Donald	Bus Driver	$25.00/hour	$0.00	$25.00/hour
Pepe	Catherine	Secretary-10 mos.	$36,623.00	$0.00	$36,623.00
Scala	Monica	Secretary-10 mos.	$35,292.00	$0.00	$35,292.00
Callahan	Eileen	Secretary-12 mos.	$67,249.00	$350.00	$67,599.00
Chandler	Mary	Secretary-12 mos.	$51,453.00	$300.00	$51,753.00
Krowl	Dolores	Secretary-12 mos.	$61,076.00	$300.00	$61,376.00
Simcox	Barbara	Secretary-12 mos.	$73,938.00	$250.00	$74,188.00
Swan	Kara	Secretary-12 mos.	$55,014.00	$0.00	$55,014.00
Valenta	Heather	Secretary-12 mos.	$66,802.00	$0.00	$66,802.00
Joyce	Nathaniel	Technical Support	$43,596.00	$0.00	$43,596.00
Spinks	Kirsli	IT Specialist	$83,040.00	$0.00	$83,040.00
Hoffman Jr	Robert	Transportation Coord.	$75,000.00	$0.00	$75,000.00
Hatch	Paula	Treasurer	$5,662.00	$0.00	$5,662.00

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

Name	Curriculum	Hourly Rate	Hours
Fay Perticari	Gr. K-Refine the Social Studies Units of Study	$40/hour	Up to 10
Becky Chapman	Gr. 1-Refine the Social Studies Units of Study	$40/hour	Up to 10

Camille Bristow	Gr. 2-Refine the Social Studies Units of Study	$40/hour	Up to 10
Amanda Kouzis	Gr. 3-Refine the Social Studies Units of Study	$40/hour	Up to 10
Patsy DelGrande	Gr. 4-Refine the Social Studies Units of Study	$40/hour	Up to 10
Allison Caruso	Gr. 6-8-Refine the Units of Study and Sequencing of Units for Science	$40/hour	Up to 10
Samantha Wu	Gr. 6-8-Refine the Units of Study and Sequencing of Units for Science	$40/hour	Up to 10
Bonnie Mendralla	Gr. 5-7 Design Units of Study for Math Enrichment	$40/hour	Up to 15
Jaime Levy	Gr. 2-4 Design Units of Study for Aspire	$40/hour	Up to 15

At the recommendation of the Superintendent, approve the following staff for the Summer Support Program 2023 during June 26, 2023 through July 27, 2023 Mon.-Thurs.:

Name	Position	Step	Hourly Rate	Hours
Becky Chapman	Gr. 1-2 Basic Skills Math and ELA	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Alana Magro	Gr. 7-8 Basic Skills ELA	BA Step 5	$43.36	3.5 hrs/day, up to 14 hrs.
Bonnie Mendralla	Gr. 5-6 Basic Skills Math	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Karen Morrow	Gr. 3-4 Basic Skills ELA	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Pam Nugent	Gr. 3-4 Basic Skills Math	BA+30 Step 15	$65.49	3.5 hrs/day, up to 14 hrs.
Karen Morrow	Gr. 1-2 Basic Skills Math and ELA	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Pam Nugent	Gr. 5-6 Basic Skills ELA	BA+30 Step 15	$65.49	3.5 hrs/day, up to 14 hrs.
Bonnie Mendralla	Gr. 7-8 Basic Skills Math	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.

At the recommendation of the Superintendent, approve the following staff for a one-week Summer Enrichment Program during June 26, 2023 through July 27, 2023 Mon.-Thurs.:

Name	Position	Step	Hourly Rate	Hours
Pam Nugent	Gr. 2-3 Math Enrichment	BA+30 Step 15	$65.49	3.5 hrs/day, up to 14 hrs.
Bonnie Mendralla	Gr. 4-5 Math Enrichment	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Fay Perticari	Gr. 1-3 Art Enrichment	MA Step 4	$45.45	3.5 hrs/day, up to 14 hrs.
Nicole Polinger	Gr. 5-8 Music Enrichment	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Camille Bristow	Gr. 2-3 Enrichment ELA	BA+30 Step 15	$65.49	3.5 hrs/day, up to 14 hrs.
Nicole Amato	Gr. 4-5 Enrichment ELA	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Bonnie Mendralla	Gr. 6-8 Math Enrichment	MA+30 Step 15	$68.56	3.5 hrs/day, up to 14 hrs.
Scott Steinman	Gr. 7-8 Enrichment ELA	MA+15 Step 15	$67.79	3.5 hrs/day, up to 14 hrs.
Fay Perticari	Gr. 1-3 Summer Games Enrichment	MA Step 4	$45.45	3.5 hrs/day, up to 14 hrs.
Steve Strange	Gr. 3-5 STEM Enrichment	BA Step 15	$63.96	3.5 hrs/day, up to 14 hrs.

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

Name	Position	Step	Hourly Rate	Hours
Sara Femiano	School Social Worker	Step 14 MA +30	$64.49	up to 40
Nicole Fuentes	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	$40.00	up to 15
Heather Olla	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	$40.00	up to 15
Amy Allen	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	$40.00	up to 15
Pam Nugent	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	$40.00	up to 15
Patrice DelGrande	General Education Teacher to attend summer CST Meetings	n/a	$40.00	up to 15
Thomas Lobb	General Education Teacher to attend summer CST Meetings	n/a	$40.00	up to 15
Karen Morrow	General Education Teacher to attend summer CST Meetings	n/a	$40.00	up to 15

At the recommendation of the Superintendent, approve the following staff for summer Extended School Year from June 26, 2023 through July 27, 2023 Mon.-Thurs. (no class 7/3/23 & 7/4/23).

Name	Position	Step	Hourly Rate	Hours
Jennifer Burns	SP ED Teacher	Step 15 BA+30	$65.49	4.25/day
Meghan Erb	SP ED Teacher	Step 7 BA	$45.73	4.25/day
Alexandria Piesla	SP ED Teacher	Step 9 BA	$49.24	4.25/day
Nicole Fuentes	SP ED Teacher	Step 11 MA	$56.06	4.25/day
Krista Kovalsky	SP ED Teacher	Step 15 MA +15	$67.79	4.25/day
Joelle Capece	SP ED Teacher - Tutor	Step 8 BA +30	$47.91	not to exceed 30 hours
Heather Olla	SP ED Teacher - Tutor	Step 15 MA +15	$67.79	not to exceed 30 hours
Amy Allen	SP ED Teacher - Tutor	Step 15 MA +30	$68.56	not to exceed 30 hours
Amanda O'Brien	SP ED Instructional Aide	Step 3	$18.05	4/day
Tracy Barnes	SP ED Instructional Aide	Step 5	$18.67	4/day
Nelly Smith	SP ED Instructional Aide	Step 3	$18.05	4/day
Amy Horensky	SP ED Instructional Aide	Step 4	$18.36	4/day
Tara Prunty	SP ED Instructional Aide	Step 5	$18.67	4/day
Mackenzie Rinehart	SP ED Instructional Aide	Step 3	$18.05	4/day
Robert Goodwin	SP ED Instructional Aide	Step 4	$18.36	4/day

Candace Dodge	SP ED Instructional Aide	Step 3	$18.05	4/day
Ben Crescenzi	SP ED Instructional Aide	Step 1	$17.43	4/day
Lauren Sanford	SP ED Instructional Aide	Step 3	$18.05	4/day
Kelly Cullen	Nurse	Step 15 MA+30	$68.56	4.25/day
Heather Heithoff	Substitute Nurse	n/a	$34.87	as needed
Nancy Morogiello	Substitute Nurse	Step 15 BA+15	$64.72	as needed
Kristen Rinehart	Substitute	Step 13 MA	$60.21	as needed
Allen, Amy	Substitute	Step 15 MA +30	$68.56	as needed

At the recommendation of the Superintendent, approve Kerri Nehlsen as Speech Language Pathologist for the 2023 Extended School Year Program beginning June 26, 2023 through July 27, 2023. Ms Nehlsen will be hired through our professional services agreement with J and B Therapy, LLC.

At the recommendation of the Superintendent, approve Kerri Nehlsen as a Speech Language Pathologist for 2023 Summer Child Study Team to attend meetings, conduct evaluations and write reports beginning July 1, 2023 through August 25, 2023. Ms. Nehlsen will be hired through our professional services agreement with J and B Therapy, LLC.

Rescind the 3/22/23 motion to approve Sara Femiano to attend and receive up to 3 additional hours for chaperoning the 7th Grade trip to LegoLand in June, 2023 and approve Nicole Polinger as a chaperone receiving up to 3 additional hours of pay.

Rescind the 6/20/22 motion for Brittany Spina to be approved as the Jazz Band Director and approve Chris Shaffer as Jazz Band Director for the 2022-2023 school year at an honoraria stipend of $1,197.00.

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

OLD BUSINESS: Ms. Stein thanked the Tewksbury Education Foundation for the Annual Tiger Trot.

NEW BUSINESS: None.

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Ms. Carrino to enter Executive Session. The time was 7:46 p.m. Ms. Goguen left the meeting at 7:59 p.m.

Motion was made by Ms. Stein and seconded by Ms. Carrino to return to Open Session. The time was 8:20 p.m.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Carrino to adjourn the meeting. The time was 8:20 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary