Minutes March 22 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 7:01 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: Torin Kelly, a student at Old Turnpike School, asked the Board to consider getting a gaga pit at OTS.

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

PRESENTATION: Ms. Robin Thompson, Supervisor of the Child Study Team, gave a presentation on Special Education.

CORRESPONDENCE: The Tewksbury Education Association emailed a letter to the Board.

SUPERINTENDENT'S REPORT: The 8th grade production of The Wizard of Oz will run from March 23rd through the 25th. Dr. Shouffler thanked the parents and staff for helping make this a successful event. Proceeds support the 8th grade trip to Washington D.C. The Board reviewed the HIB Report, Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		
Month/Year	Feb. 2023	Feb. 2023	March 2023
Date	2/10/2023	2/7/2023	3/1/2023

Drill Description	Fire Drill	SSAVEIM Training	Alarm
Duration of Drill	2:16 p.m. to 2:23 p.m.	8:00am-4:00pm	1:35 p.m. to 1:44 p.m.
Weather Conditions	Sunny	N/A	Partly Cloudy & Cool
Conductor of Drill	L.Moore	L. Moore/M. Verderamo	Emergency Event
Notification Method	Radios and Loudspeakers	N/A	Pull Station

School	Old Turnpike School		
Month/Year	Feb 2023	Feb 2023	March 2023
Date	2/27/2023	2/23/23	3/10/23
Drill Description	Fire Drill	Hold	Fire Drill
Duration of Drill	5 minutes	4 minutes	4 minutes
Weather Conditions	cold and sunny	sunny	cold and cloudy
Conductor of Drill	Verderano, Krowl, Scala, Ely	Verderamo, Krowl	Scala, Krowl, Mitchell
Notification Method	pull station	PA system	pull station, walkies

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

- February 1, 2023 Special Ethics Training and Regular Board Meeting
- February 22, 2023 Regular Board Meeting

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 discussed the formation of a volunteer committee of K-5 teachers and administrators interested in discussing literacy teaching and learning. The main goal of the committee is to identify the professional learning needs of teachers in the area of literacy and plan for future teacher learning opportunities. Dr. Shouffler would like to implement a program through the Rutgers Center of Literacy whereby a reading coach would assess the needs of the district so that a fully encompassing action plan for professional learning can be put into place for next school year with the goal of creating a more cohesive and coherent curriculum for K-5 reading instruction.

POLICY: None.

FINANCE: Ms. Goguen discussed the proposals from Atlantic for four new copier machines. Ms. Goguen also shared with the board the proposals for shared services agreements with Califon for Child Study Team Services and for Librarian Services. There is a resolution to participate with ACES for gas and a resolution to amend the Hunterdon ESC contract to include additional cyber security.

Motion was made by Ms. Stein and seconded by Ms. Munoz 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 February 23, 2023 through March 22, 2023 for a total amount of $1,452,391.35.

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

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of February, 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 February, 2023.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of February, 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 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

Barbara Simcox	6/6/23	-0-	Mileage = $19.22	Realtime User Experience 2023, Rockaway NJ
Eileen Callahan	6/6/23	-0-	-0-	Realtime User Experience 2023, Rockaway NJ
Kirsli Spinks	6/6/23	-0-	Mileage = $23.03	Realtime User Experience 2023, Rockaway NJ
Dee Krowl	6/6/23	-0-	Mileage = $12.84	Realtime User Experience 2023, Rockaway NJ
Monica Scala	6/6/23	-0-	Mileage = $22.00	Realtime User Experience 2023, Rockaway NJ
Megan Verderamo	4/21/23	$99.00	-0-	Spring into Joyful Literacy Instruction - 2023 Literacy Conference - Centenary University
Nicole Fuentes	4/21/23	$99.00	Mileage = $5.67	Spring into Joyful Literacy Instruction - 2023 Literacy Conference - Centenary University
Jennifer Shouffler	5/17/23 -5/19/23	-0-	Mileage = $99.64 Tolls = $20.00 Parking = $60.00 Lodging = $250.00 Meals = $225.00	NJASA Superintendent Leadership Conference, Atlantic City, NJ
Samantha Wu	4/27/23	$150.00	Mileage = $13.87	Climate Change Workshop for teachers in grades 6-12, Rutgers University, New Brunswick, NJ

*Mileage will be reimbursed according to board policy.

Approve the following school events:

School	Event	Description	Date	Advisor
TES	Girl Scout Troop #80401 Crayon Collection Drive	4th Gr. Girl Scout Troop from TES will collect crayons to be donated and recycled so new crayons can be sent to children's hospitals www.thecrayoninitiative.org	Spring 2023	Troop Leader Jennifer Ensley-Lowe
TES	Goats in the Garden	TEA sponsored event for a fun filled goat-themed activity day including Goat Yoga provided byWhat a View Farm from Hillsborough, NJ	5/25/23 raindate 6/1/23	Juliean Picardo and Karen Morrow
TES	Garden Improvement Day	TEA will be hosting a garden improvement day where families are invited to work in the TES gardens and outdoor learning spaces.	5/6/23	Karen Morrow
OTS	Social Media Night	OTS Principal Dr. Mitchell and OTS Peer Leaders will host a social media night for parents and students.	3/29/23	Dr. Michael Mitchell
OTS	Financial Literacy Class	Mary Jo White, SVP/Financial Advisor at Morgan Stanley will visit 7th grade classes to discuss financial literacy. No cost.	4/3/23	Dr. Michael Mitchell

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

Grade	Destination	Date	Cost to Student (cost of attendance not paid by district)
7	LegoLand, Goshen NY	June, 2023	$38.00

4	Old Turnpike School - rising 5th graders to tour OTS	May, 2023	-0-
8	Tewksbury Elementary School - 8th Grade Students will present a preview of the play Wizard of Oz for the TES students.	March, 2023	$0

Approval to purchase natural gas services through the Alliance For Competitive Energy Services ("ACES") Bid Cooperative Pricing System ID#E8801-ACESCPS.

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.,* and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq*. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Tewksbury Township School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028, hereinafter referred to as "Effective Period") issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond

within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

Approve the purchase of 4 copiers at a cost of $43,714 and a maintenance contract for 5 years at a rate of $.0042/copy through Atlantic Tomorrows, state contract #G40467, for the following copiers:

Copier	**Location**	**Cost**
SAVIN IM 6000	Board Office	$7,654
SAVIN IM 9000	OTS Teacher's Room	$11,770
SAVIN IM 9000	TES Main Office	$12,520
SAVIN IM 9000	TES Teacher's Room	$11,770
TOTAL		$43,714

Approve the Child Study Team Shared Services Agreement between Tewksbury Township School District Board of Education and the Califon School District Board of Education for the 2023-2024 school year.

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.

Accept the donation of $2,000 from the Lake Hopatcong Elks to benefit OTS 8th grade class. Money to be used to offset the cost of the 8th grade trip to Washington D.C.

Accept the revised contract for Technology Support Services with Hunterdon County Educational Services Commission effective April 1, 2023 through June 30, 2023.

Approve entering into contract with J and B Therapy, LLC for Speech Therapy Services at an hourly rate of $93.50 and for Speech Language Evaluations at a rate of $429.00 per evaluation effective April 1, 2023 through June 30, 2023.

Approve entering into contract with J and B Therapy, LLC for Speech Therapy Services at an hourly rate of $93.50 and for Speech Language Evaluations at a rate of $429.00 per evaluation effective July 1, 2023 through June 30, 2024.

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: None.

FACILITIES: The bids for the Tewksbury Elementary School paving have been received. Ms. Goguen shared the architect's recommendation letter. Tewksbury Township has budgeted $50,000 to contribute towards the two sections of the roadway but also suggested that they could use a coop to pave the road for less than the bid amount.

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

Bid results were due to the Old Turnpike School Business Office, located at 173 Old Turnpike Road, Califon, NJ on Tuesday, March 14, 2023 at 2:00 PM for the Paving Project for Tewksbury Elementary School. Heather Goguen, Business Administrator, Craig Ely, Buildings and Grounds Coordinator, and Vlad Potiyevsky, Architect, were present. The following were the results:

Name of Company	2-BB Parking Lot Renovations at TES	2A-AA#1 Replace Type B Inlet Frame & Point Repair of Associated Concrete Curbing	2B-AA#2 Install Thermoplastic Striping in Lieu of Paint	2C-AA#3 Repave Roadway Section at Fairmont Rd. E.	2D-UP#1 Selective Sub-base Repair	2E-AA#4 Repave Roadway Area on Dwgs. C1.02 & C2.02
Reivax Contracting Corp.	$175,982	$3,512	$13,980	$84,354	$305	Did not submit
Diamond	$440,000	$7,000	$20,000	$30,000	$100	$50,000

Construction						
Top Line Construction Corp.	$216,150	$2,200	$5,775	$90,150	$200	$305,350
Capital Paving & Contracting	$144,406	$6,500	$2,500	$79,439	$550	$135,369

WHEREAS, the Board publicly advertised for bids for the TES Parking Lot Paving Project pursuant to 18A:18A-4; and

WHEREAS three bids were received and publicly opened on March 14, 2023; and be it further

RESOLVED, that the Tewksbury Township Board of Education accepts the proposal for TES 2, 2A, 2B, and 2D from Capital Paving & Contracting for a total cost of $153,406 plus a 15% contingency fee of $23,011.

Items 2C and 2E with Capital Paving & Contracting are postponed until further research is done.

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: None.

COMMUNICATIONS: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Mr. Michael Insfusino, Lebanon, NJ spoke about the following:

- Mr. Insusino's son brought cereal to school and was denied milk by the cafeteria staff.
- Masks were a problem for students with speech needs.

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

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

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

Approve the additional hours for the chaperones of the 7th Grade trip to LegoLand in June, 2023.

Name	Compensation	Hours

Patty Jennings	$40/hour	Up to 3 hours
Alana Magro	$40/hour	Up to 3 hours
Katrina Moore	$40/hour	Up to 3 hours
Pete Berg	$40/hour	Up to 3 hours
Ralph Cardillo	$40/hour	Up to 3 hours
Heather Olla	$40/hour	Up to 3 hours
Sara Femiano	$40/hour	Up to 3 hours
Chris Shaffer	$40/hour	Up to 3 hours
Nurse (TBD)	$40/hour	Up to 3 hours

Rescind the following motion which was approved at the 2/1/23 meeting:
Approve the following honoraria positions for the 2022-2023 school year:

Name	Honoraria Position	Compensation
Jose Pung	Assistant Boys Lacrosse Coach	$3,046
Patty Jennings	Assistant Softball Coach	$3,721

Approve the following honoraria position for the 2022-2023 school year:

Name	Honoraria Position	Compensation
Dana Callanan	Assistant Boys Lacrosse Coach	$2,198.00
Nicole Amato Caroline Wernicki (shared position)	Assistant Softball Coach	$3,046.00 (shared)

Approve Jose Pung as a volunteer Assistant Boys Lacrosse Coach on an as needed basis.

Approve the following staff members as after school OTS Track Team Aides to support the medical needs of a student during practices and meets at the student supervision rate of $40/hour. Position is to be split between the three aides.

- Kelly Cullen
- Ralph Cardillo
- Bonnie Mendralla

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: None.

NEW BUSINESS: The time for the April 26th board meeting will be Executive Session beginning at 6:00 p.m. followed by the regular business beginning at 7:00 p.m.

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Dr. Simon to enter Executive Session. The time was 7:58 p.m.

Ms. Fleming exited the meeting at 8:13 p.m. and returned at 8:15 p.m.

Motion was made by Ms. Stein and seconded by Ms. Munoz to return to Open Session. The time was 8:23 p.m.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Fleming to adjourn the meeting. The time was 8:24 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary