Minutes October 12, 2022 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. Goguen at 7:00 p.m. at Old Turnpike School.

Ms. Goguen 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. Deo, Ms. Fleming, Ms. Jardinella, Ms.Munoz, Dr. Simon, Ms. Stein

**ABSENT:** Mr. Davidson, Ms. Niang

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

**OPPORTUNITY FOR PUBLIC COMMENT:** None.

**Motion was made by Mr. Deo and seconded by Dr. Simon to close the public comment portion of the meeting.**

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

**PRESENTATION:** Dr. Shouffler and Ms. Verderamo presented NJSLA: Analysis of Student Results

**CORRESPONDENCE:** None.

**SUPERINTENDENT'S REPORT:** Dr. Shouffler updated the Board on curriculum, policy, technology, communication, and QSAC, as noted below.

**MINUTES:** The following minutes are being reviewed.

- September 7, 2022 Committee of the Whole Meeting
- September 28, 2022 Regular Board Meeting
- September 28, 2022 Executive Session

**CURRICULUM:** A 4-question student survey regarding the yearbook was discussed. The board viewed the Nursing Services Plan for the 2022-2023 school year. The district was chosen by the NJDOE, along with two other Hunterdon County Schools, to have the 7th and 8th graders take a survey on their use and perception of drugs and alcohol. Dr. Shouffler is waiting for more information from the survey organizers regarding parents' choice to have their student opt in or out. Parent-teacher conferences in the middle school will now be scheduled by the teachers based on student need. Both schools will also be offering in person and virtual conferences. A

coach from The Teachers College Columbia University model of Readers and Writers Workshop will be giving on-site professional development for grades 3-5 teachers. The district has received federal grant learning loss funds that can cover the cost of this training and the teacher resource books that go with it.

**POLICY:** There are several new and revised policies for first read approval at the next board meeting. There is also a new state reporting form for HIB incidents.

**Policy Alert 227:**

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|---|---|
| P 1648.14 | Safety Plan for Healthcare Settings in School Buildings –COVID-19 (M) (Abolished) |
| P 1648.15 | Recordkeeping for Healthcare Settings in School Buildings COVID-19 (M) (New) |
| P 2415.04 | Title I – District – Wide Parent and Family Engagement (M) (Revised) |
| P 2415.50 | Title I – School Parent and Family Engagement (M) (New) |
| P 2416.01 | Postnatal Accommodations for Students (New) |
| P 2417 | Student Intervention and Referral Services (M) (Revised) |
| P 3161 | Examination for Cause (Revised) |
| P 4161 | Examination for Cause (Revised) |
| P 5512 | Harassment, Intimidation, and Bullying (M) (Revised) |
| P& R 7410 | Maintenance and Repair (M) (Revised) |
| R 7410.01 | Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised) |
| P 8420 | Emergency and Crisis Situations (M) (Revised) |
| P & R 9320 | Cooperation with Law Enforcement Agencies (M) (Revised) |

**Policy Alert 228:**

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|---|---|
| P 0163 | Quorum (Revised) |
| P 1511 | Board of Education Website Accessibility (M) (Revised) |
| P 2415 | Every Student Succeeds Act (M) (Revised) |
| P & R 2432 | School Sponsored Publications (Abolished) |
| P 3216 | Dress and Grooming (Revised) |
| P 3270 | Professional Responsibilities (Revised) |
| R 3270 | Lesson Plans and Plan Books (Revised) |
| P 4216 | Dress and Grooming (New) |
| P & R 5513 | Care of School Property (M) (Revised) |
| P 5517 | School District Issued Student Identification Cards (M) (Revised) |
| P 5722 | Student Journalism (M) (New) |

**Other Alerts:**

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|---|---|
| P 5512 | Harassment, Intimidation, or Bullying (M) (Revised) |

**FINANCE:** As the district is preparing for QSAC, we are making sure that all finance requirements are being met.

**Motion was made by Mr. Deo and seconded by Ms. Munoz to approve the following:**

Approve the following fundraiser:

| Name of Fundraiser | Description | Date | Stipend Rate | Advisor/Chaperones |
|---|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| Food Drive | Hold a food drive in conjunction with the Tewksbury Township Police Department. | November 2022 | N/A | Dee Krowl, Bonnie Mendralla |

Revise the date of the 8th Grade Field trip to NYC Broadway Show from November, 2022 to March, 2023.

Accept the donations of 24 trapezoid shaped student desks from the Berkeley Carroll School, Brooklyn NYC, at the approximate value of $2000.

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

**TECHNOLOGY:** One of the new policies for review speaks to making the website ADA compliant. The technology team is working on this and an onboarding meeting is scheduled for November.

**FACILITIES:** Ms. Goguen discussed the M1 and Comprehensive Maintenance Plan, which is an analysis of what was spent on maintenance in the prior year. Approval will be at the October 26 meeting. The first Food Service Advisory Committee for the current school year was held. The school year is off to a good start, however, a few issues are still being worked on for improvement. The Law Enforcement MoA has been shared with the board for approval at the next meeting. The annual health and safety checklisted will be sent to the county and an in-person walk through will take place with the county interim Business Administrator since it is a QSAC year. The pot filler at TES will be permanently disabled since it appears that it is the appliance itself that is the problem. The possibility of a turf field at TES was discussed.

**TRANSPORTATION:** None.

**COMMUNICATIONS:** Dr. Shouffler would like to consider having a student representative at monthly board meetings to present a student report. A fall newsletter was discussed. A mailing or a Nixle blast are two options.

**OTHER:** The QSAC Disrict performance review was shared with the board. This is a self-assessment to be submitted to the NJDOE prior to the in-person evaluation.

**LEGISLATIVE REVIEW:** None.

**OPPORTUNITY FOR PUBLIC COMMENT:** None.

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

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

**EXECUTIVE SESSION: Motion was made by Mr. Deo and seconded by Ms. Munoz to enter Executive Session. The time was 8:34 p.m.**

**Motion was made by Mr. Deo and seconded by Ms. Munoz to return to Open Session. The time was 9:05 p.m.**

**PERSONNEL: Motion was made by Mr. Deo and seconded by Ms. Fleming to approve the following:**
**Discussion:** None

Motion was made by Mr. Deo and seconded by Ms. Fleming to approve the following:
Approve the following substitute teachers for the 2022-2023 school year, pending criminal history review:

- James Brady
- Elizabeth Holl-Zussman

Approve the following volunteers to assist in the Tewksbury Elementary School Library/Media Center, pending criminal history review:

- Helen Quigley
- Faith Black
- Catarina Alves-DeJesus
- Joanne Loya

Approve Nicole Polinger as the new teacher mentor for Chris Shaffer - TES/OTS Music Teacher. Upon completion, the Tewksbury Township Board of Education will then issue a check to the mentor for $550.00.

Approve Ralph Cardillo for 4.5 hours of after school student supervision during OTS soccer tryouts, at the rate of $40/hour.

Approve the following after school club and advisors for the 2022-2023 school year:

| Advisors | Name of Club | Description | Stipend | Supply Budget |
|---|---|---|---|---|
| Ralph Cardillo<br>Sandy Brinkhoff | OTS Art Club | Grade 5-8 Art Club. ½ year club, October through February | $1,500 (shared) | $3000 (ESSER Grant) |

Accept, with regret, the letter of resignation from Andrea Aronow, Accounts Payable Coordinator, effective November 3, 2022.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**ADJOURNMENT: Motion was made by Mr. Deo and seconded by Ms. Stein to adjourn the meeting. The time was 9:07 p.m.**

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

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary