TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting, February 23, 2022

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:00 p.m. at Old Turnpike School.

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

ABSENT: Mr. Deo

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

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Ms. Jardinella to enter executive session. The time was 7:01 p.m. Motion carried.

Motion was made by Ms. Stein and seconded by Dr. Simon to return to open session. The time was 7:30 p.m. Motion carried.

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. Davidson, Ms. Fleming, Ms. Jardinella, Ms.Munoz, Ms. Niang, Dr. Simon, Ms. Stein

ABSENT: Mr. Deo

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

PRESENTATION: The Board celebrated the OTS Girl's Basketball Team for winning the league championship.

CORRESPONDENCE: A thank you note was received from Anderson House for the giving tree gifts. Emails were received from parents regarding health protocols and masks.

SUPERINTENDENT'S REPORT: Dr. Shouffler thanked the teachers and staff for working so hard to meet the high expectations for teaching and learning in our schools. Dr. Shouffler updated the board on the progress made on district and school goals. Teachers have reviewed and analyzed assessment data from the NWEA and Start Strong tests to identify student learning needs due to the disruption of the pandemic. Dr. Shouffler worked with the teachers to study important focus goals for learning and to create a scope and sequence tool for ELA. Teachers have also been offered many professional learning opportunities to address student learning gaps focused on math since this was the area of most concern in our data and nationwide. There was one HIB investigation for the month of February, 2022. Enrollment Reports and Emergency/Fire Drill Reports were reviewed by the Board.

School	**Tewksbury Elementary School**	
Month/Year	**Jan. 2022**	**Feb. 2022**
Date	**1/26/2022**	**2/11/2022**
Drill Description	**School Security Drill- HOLD! (Medical Emergency)**	**Fire**
Duration of Drill	**5 minutes**	**5 minutes**
Weather Conditions	**n/a**	**Sunny & Cold**
Conductor of Drill	**K. Lemerich**	**K. Lemerich**
Notification Method	**Hold Inside**	**Fire alarm system**

School	**Old Turnpike School**	
Month/Year	**Jan. 2021**	**Feb. 2022**
Date	**1/27/2022 10:38 AM**	**2/11/2022 9:50 AM**
Drill Description	**School Security Drill- HOLD! (Medical Emergency)**	**Fire drill**
Duration of Drill	**5 minutes**	**5 minutes**
Weather Conditions	**Sunny & Cold**	**Sunny & Cold**
Conductor of Drill	**Krowl, Swan, Cullen**	**Mitchell, Krowl, Holmes**
Notification Method	**announcement**	**radios & alarm**

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

- January 5, 2022 Reorganization and Committee of the Whole Meeting
- January 26, 2022 Regular Board Meeting
- January 26, 2022 Executive Session

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

CURRICULUM: Changes to the current school calendar and graduation date were discussed. A motion to approve the addition of one more school day due to snow closure was tabled until the next meeting.

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

Approve 2022 Extended School Year Program beginning Tuesday, June 28, 2022, through Thursday, July 28, 2022, 8:30 am to 12:00 noon, Monday through Thursday, at Tewksbury Elementary School. Program will not be in session on July 4, 2022.

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

POLICY: None.

FINANCE: Dr. Shouffler thanked the Tewksbury Education Association, New Jersey Educator's Association and Pam Nugent for their generous donations. Ms. Goguen updated the Board on the budget. The tentative budget is due to the county office on March 28th.

Motion was made by Ms. Stein and seconded by Ms. Munoz to approve the following:
Discussion: None

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 January 28, 2022 through February 24, 2022 for a total amount of $1,594,708.28.

Acceptance and Approval of Board Secretary's Report for the month of January, 2022.

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of January, 2022 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 January, 2022.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of January, 2022 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.

Approval of 2020-2021 School Audit.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the 2020-2021 Audit Report conducted by Ardito and Co. (CAFR) and Audit Management Program (AMR).

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, that the Board Secretary be directed to file the necessary reports with the State Department of Education.

Recommendations:

None

Approve the following workshop/travel requests for the 2021-2022 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
Katie Lemerich	3/24/22	$320	-0-	NJPSA/FEA/NJASCD Conference Atlantic City, NJ
Andrea Aronow	3/17/22	$150	-0-	NJASBO Purchasing Conference Whippany, NJ

Mileage will be reimbursed according to board policy.

Approve entering into agreement with Tri-County Behavioral Care (TCBC) for School Clearance Assessment (SCA) at a cost of $100.00 per assessment and/or Substance Evaluation & Treatment (SET) at a cost of $50.00 per assessment for school year 21-22 effective February 24, 2022 through June 30, 2022.

Approve the following field trips for the 2021-2022 school year.

Grade	Destination	Date	Cost per Student (cost of attendance not paid by district)
4 & 5	Voorhees H.S. - to view the music program	February, 2022	$0

Approve the donation from the Tewksbury Education Association (from NJEA grant money) for an outdoor author's chair with shade sail to be used in the Tewksbury Elementary School garden area. Approximate value is $400.00.

Approve the donation from the Tewksbury Education Association (from NJEA grant money) for metal art decorations/enhancements for the butterfly garden at Tewksbury Elementary School. Approximate value is $65.00.
Approve the donation of a greenhouse from Pam Nugent to be used in the Tewksbury Elementary School garden area. Approximate value is $100.00.

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

TECHNOLOGY: None.

FACILITIES: Ms. Goguen updated the Board on the food service. Ms. Goguen has had two meetings with Maschio's Food Service and an action plan has been put together. Some highlights of the changes are: a new look to the Nutrislice menu containing nutritional information and daily lunch swap outs. Maschio's will be sending out a letter to the district highlighting the changes and new items available. Information on an easy to understand format for PaySchools point of service system is being worked on and will be shared when finished. Food advisory committee meetings will be ongoing through the remainder of the school year.

Motion was made by Ms. Stein and seconded by Ms. Munoz to approve the following:
Discussion: None

Approve the relocation of 5th grade to Old Turnpike School for the 2022-2023 school year.

Approve the relocation of the Preschool to Tewksbury Elementary School for the 2022-2023 school year.

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

TRANSPORTATION: None.

COMMUNICATIONS: A letter was sent to parents regarding a change to the mask wearing policy. An email reminding parents to check the Virtual Backpack for summer opportunities and information about a part time job opening at Tewksbury Elementary School was also sent to parents.

OTHER: Changing the March board meeting dates was discussed and agreed upon. The new dates will be March 16th and March 31st. The Safe Return to School plan has been updated. The update includes the optional choice of mask wearing beginning March 7th.

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

Approve the formation of an annual Tewksbury Education Foundation Kristy Schaub Spirit Award to be presented to a graduating Tewksbury Elementary School student.

Approve the revised LEA Plan for Safe Return to In-Person Instruction and Continuity of Service.

Final Resolution: Motion carried on a roll call vote.

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

LEGISLATIVE REVIEW: The NJDOE is reviewing a new law to allow schools to use virtual learning days to count to the required 180 school days.

OPPORTUNITY FOR PUBLIC COMMENT: Becky Palmer, staff member, read a letter on behalf of the Tewksbury Education Association regarding a comment made by the Board President at the previous meeting about a lack of education.

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

PERSONNEL: Motion was made by Ms. Stein and seconded by Dr. Simon to approve the following:
Discussion: None

Approve the following staff member to work 1 hour after school up to 3 days per week to provide homework help for students in all subjects for the remainder of the 2021-2022 school year. This homework helper is funded by the ESSER 2 (After School Salaries) Grant.

Name	Step/Guide	Hourly Salary
Scott Steinman	Step 15, MA+15	$64.94

Approve the following honoraria positions for the 2021-2022 school year:

Name	Honoraria Position	Compensation
Darcy Harp	Head Girls Lacrosse Coach	$4,401
Nicole Polinger	Assistant Girls Lacrosse Coach	$3,721
Patty Jennings	Head Softball Coach	$4,401
Heather Olla	Assistant Softball Coach	$3,721
Tom Lobb	Head Baseball Coach	$4,401
Peter Berg	Assistant Baseball Coach	$3,721
Cathy Zisk	Head Track Coach	$4,401
Ryan Dec	Assistant Track Coach	$2,198

Approve the following staff members as family math facilitators at the Tewksbury Elementary School Grade 3 Family Night in March, 2022 (date TBD). One hour of prep time and one hour of facilitations per staff member.

Name	Step/Guide	Hourly Salary
Patsy DelGrande	Step 12 MA+30	$56.96
Aimee Emge	Step 15 MA	$64.20
Lori Nichols	Step 15 MA+30	$65.73
Jeanette Pill	Step 15 MA	$64.20

Approve Se Jin Heo as a substitute teacher for the 2021-2022 school year, pending criminal history review.

Approve Alicia Chapman, a student at Lebanon Valley College, to observe classes at Tewksbury Elementary School from March 4, 2022 through March 11, 2022 as a requirement for her Educational Foundations class.

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

OLD BUSINESS: Ms. Stein would like to look into getting banners in the gym. The PTA is interested in helping with this.

NEW BUSINESS: Ms. Fleming would like to see more water bottle filling stations.

CURRICULUM: Motion was made by Ms. Stein and seconded by Dr. Simon to approve the following:
Discussion: None

Approve the submission of the NJDOE English Language Learner Three-Year Plan.

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

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Mr. Davidson to adjourn the meeting. The time was 9:04 p.m.

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

Motion carried.

Respectfully submitted,

Heather Goguen
Board Secretary