TEWKSBURY TOWNSHIP BOARD OF EDUCATION
Regular Board Meeting, January 26, 2022

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:02 p.m. at Old Turnpike School.

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

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

EXECUTIVE SESSION: Motion was made by Mr. Deo and seconded by Dr. Simon to enter executive session. The time was 7:03 p.m. Motion carried.

Motion was made by Mr. Deo and seconded by Dr. Simon to return to open session. The time was 7:11 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: Mr. Davidson, Mr. Deo, Ms. Fleming, Ms. Jardinella, Ms.Munoz, Ms. Niang, Dr. Simon, Ms. Stein
ABSENT: Ms. Carrino

Mr. Davidson exited the meeting at 7:58 p.m. and returned to the meeting at 8:00 p.m.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

PRESENTATION: Joseph Roselle, Esq. gave a presentation on Ethics Training.

Dr. Shouffler, Ms. Lemerich and Dr. Mitchell congratulated the Teacher of the Year and Educational Services Professional of the Year winners for this school year, Cathy Zisk - OTS Governor's Educator of the Year, Kelly

Cullen - OTS Governor's Educational Services Professional of the Year, Kristy Schaub - TES Governor's Educator of the Year, Karen Morrow - TES Governor's Educational Services Professional of the Year. Dr. Shouffler stated how much the school community misses Kristy Schaub and thanked Alan Schaub for attending.

LAN Architects presented on the Long Range Facilities Plan and Paving Project.

CORRESPONDENCE: The Superintendent received an email from a parent thanking her for keeping the schools open for a full day of instruction. Another email was received from a parent concerned about mask wearing in schools and another from a parent about Department of Health practices.

SUPERINTENDENT'S REPORT: Dr. Shouffler reported that Hunterdon County is seeing a drop in COVID cases this past week, and fewer hospitalizations due to COVID. The county is still in the "very high, red" risk level, but is hopefully moving down to "high, orange"level. There was no new information to report on the mask mandate. The Department of Health has changed their guidelines on being fully vaccinated. Schools in Hunterdon County are following these new DOH guidelines. Tewksbury schools have seen a decline in confirmed COVID cases. The board reviewed the enrollment reports and emergency and fire drill reports. There were no HIB incidents for the month of January, 2022.

School	**Tewksbury Elementary School**		
Month/Year	**Dec.2021**	**Dec. 2021**	**Jan. 2022**
Date	**12/8/2021**	**12/10/2021**	**1/4/2022**
Drill Description	**Fire**	**Lockout**	**Fire**
Duration of Drill	**5 minutes**	**5 minutes**	**3 minutes**
Weather Conditions	**Cloudy & Cool**	**n/a**	**Sunny & Cold**
Conductor of Drill	**K.Lemerich**	**K.Lemerich**	**K. Lemerich, M. Verderamo**
Notification Method	**Fire alarm system**	**Voice instruction to initiate & Automated security response at reset**	**Fire alarm system**

School	**Old Turnpike School**		
Month/Year	**Dec. 2021**	**Dec. 2021**	**Jan. 2021**
Date	**12/14/21 9:00am**	**12/16/2021 10:00 AM**	**1/4/21 1:22 PM**
Drill Description	**School Security Drill -Lock out drill**	**Fire Drill**	**Fire Drill**
Duration of Drill	**9 minutes**	**4 minutes**	**6 minutes**
Weather	**Sunny and cold**	**Cloudy and cold**	**Sunny and cold**

Conditions			
Conductor of Drill	**K.Lemerich**	**K.Lemerich**	**K. Lemerich M. Verderamo**
Notification Method	**Fire alarm system**	**Voice instruction to initiate & Automated security response at reset**	**Fire alarm system**

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

- December 1, 2021 Committee of the Whole Meeting
- December 1, 2021 Executive Session 1
- December 1, 2021 Executive Session 2
- December 15, 2021Regular Board Meeting
- December 15, 2021 Executive Session

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

CURRICULUM: The grade 8 virtual parent workshop on the math curriculum and transition to high school was well received. The presentation is located on the website under the curriculum section. Geometry has been a focus this year in middle school. Information was shared with parents on some new after school clubs starting in February and March. In collaboration with Whittemore, there will be a photography club and a nutrition/farm to table club at OTS. There will also be a movement (yoga) club and pack walks club with a naturalist from Whittemore at TES. Thank you to Carolyn Thow for creating these opportunities for our students. The PTA is working with teachers to create clubs which will start in March. Some possible clubs are a fishing club at OTS, a gardening club and an arts/crafts club at TES. Thank you to Jen Prisco and Elizabeth Coulson from the PTA for helping to get these clubs organized for our students. The 2021-2022 school calendar will need to be revised by adding 3 days to the end of the school year due to inclement weather.

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

Approve the addition of three days to the 2021-2022 school calendar to make up for the school closures on January 7th, January 17th, and January 20th. The last day of school for students will now be June 17, 2022, and the last day of school for staff will be June 20, 2022.

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

POLICY: None.

FINANCE: Ms. Goguen updated the Board on the 2022-2023 budget. Dr. Shouffler updated the board on the 8th grade trip to Washington D.C. Some changes from previous trips will need to be made to accommodate the COVID-19 mandates. Dr. Shouffler thanked the anonymous donor who purchased some sturdy Adirondack chairs for outdoor use. Thank you to the TEF for the grade 3 poetry residency and the grade K science can dance residency.

Motion was made by Mr. Deo 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 December 17, 2021 through January 27, 2022 for a total amount of $1,503,461.99.

Acceptance and Approval of Board Secretary's Report for the month of December, 2021.

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of December, 2021 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 December, 2021.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of December, 2021 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 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
Jennifer Shouffler	4/5/22	$40	--	PM Webinar - Legal One, Human Resource Requirements, Best Practices & the Law
Jennifer Shouffler	3/8/22	$50	--	Evening Webinar - Legal One, Staff Evaluations, Renewals and Tenure Acquisition Issues

Sharon Bednarz	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Robin Corrado	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Mildred Grant	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Bob Hoffman, Jr.	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Pam Hoy	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Ron Jeff	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Ben Karmondi	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Darlene McCaffrey	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Heidi McKee	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ
Donna Poyer	2/26/22	$20	--	School Transportation Supervisors of NJ School Bus Driver Safety Seminar-Columbus, NJ

Mileage will be reimbursed according to board policy.

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

Grade	Destination	Date	Cost per Student (cost of attendance not paid by district)
6	Camp Mason overnight trip	April, 2022	approximately $200
8	Washington D.C. overnight trip	June, 2022	$600 - cost to be offset by fundraisers

Approve the following fundraising events for the 2021-2022 school year:

Fundraising Event	Date	Proceeds to:	Advisor	# of Chaperones Needed (in addition to Advisors)
Pie in the Face	February, 2022	8th Grade D.C. Trip	Dee Krowl Bonnie Mendralla	0

Approve the Resolution regarding Special Education Medicaid Initiative (SEMI) Program Waiver of Requirements.

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the following resolution regarding Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2022-2023, and

Whereas, the Tewksbury Township Board of Education desires to apply for this waiver due to the fact that the district projects having fewer than 40 Medicaid eligible classified students.

Now, Therefore Be It Resolved that the Tewksbury Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2022-2023 school year.

Approve entering into contact with Mindspace Psychiatry, LLC for a psychiatric evaluation for student #4557324935 for a cost not to exceed $600.00.

Approve the annual tuition of $7,500.00 for the 2022-2023 Preschool Program.

Approve the donation of Adirondack chairs to the district by an anonymous donor for a value of $5,000.

Accept the following funds from the Tewksbury Education Foundation:

- $3,000.00 for 3rd grade Poetry Residency with BJ Ward
- $600.00 for kindergarten Science Can Dance residency.

Approve the revised 2022-2023 Budget Development Calendar.

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

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

Approve the recycling of outdated/obsolete technology equipment through Tech-Two.

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

FACILITIES: Ms. Goguen updated the Board on the water filtration system which was installed at OTS last weekend. There is an additional pressure reducing valve and fittings that are required and should be installed within the next few weeks. Ms. Goguen updated the Board on the resolution of the heating issue at OTS.

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

Approve the proposal from LAN Architects for architectural/engineering services for the parking lot paving project at the Old Turnpike Middle School and Tewksbury Elementary School. The cost for repaving will not exceed $515,344 and the fee for LAN Architects will not exceed $79,330.

Authorize the Business Administrator/Board Secretary to solicit bids for the parking lot paving project at Old Turnpike Middle School and Tewksbury Elementary School.

Approve Amendment to Long Range Facility Plan Resolution Resolved, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey authorizes LAN Architects to submit all necessary plans and paperwork to the Department of Education concerning the parking lot paving at the Old Turnpike Middle School and the Tewksbury Elementary School to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and Be it further resolved, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Capital Reserve Account.

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

TRANSPORTATION: None.

COMMUNICATIONS: Communication has gone out from the Superintendent's office regarding health updates, change to 5th grade location, and the re-opening of the preschool program. Information will be sent out notifying parents about school security drills.

OTHER: Updates have been made to the Plan for Safe Return to In-Person Instruction due to recent changes from the Department of Health. The revised plan will be posted to the website.

Motion was made by Mr. Deo and seconded by Dr. Simon to approve the following:
Discussion: None

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

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

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

Approve the following staff member for after school one on one or small group tutoring in Math funded by the ESSER 2 (After School Salaries) Grant:

Name	Step/Guide	Hourly Salary	Hours
Cassidy Cain	Step 2 MA	$41.86	Up to 10 hours total

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

Approve the following substitutes for the 2021-22, pending criminal history review.

- Caroline Yarton - school nurse
- Carrie Lindower - school nurse
- Khadija Niang - teacher/aide

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

At the recommendation of the Superintendent, approve Sandra Brinkhoff as a maternity leave replacement Art Teacher for Kelly Russi beginning approximately March 15, 2022 through June 30, 2022 at Step 5 MA $62,497 (prorated). (OTS-TCH-ART-01).

At the recommendation of the Superintendent, approve Alexandria Piesla as a full time Special Education Teacher for the 2021-2022 school year at Step 7 BA $61,487.00 prorated, effective approximately March 28, 2021 or sooner through June 30, 2022. (TES-TCH-SPED-05).

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

OLD BUSINESS: Mr. Davidson inquired about the 8th grade play and how it is coming along. OTS has had tryouts and the play practice is progressing.

NEW BUSINESS: Mr. Davidson would like to open a discussion on school start times and the benefits of middle school students starting later according to studies he has read.

ADJOURNMENT: Motion was made by Mr. Deo and seconded by Ms. Munoz to adjourn the meeting. The time was 8:55 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary