September 6, 2023 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. 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, 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: None.

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

All in Favor: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein
Absent: Ms. Niang

PRESENTATION: Ms. Kirsli Spinks, IT Specialist and Ms. Heather Goguen, Business Administrator gave a presentation on upgrading the school website and switching to a new template.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler thanked the PTA, TEA and Board President for providing meals and snacks during the opening professional development days for staff. Students were welcomed to school on 8/30/23. Busing ran smoothly, with a few minor changes. The phone system in both schools was moved to the cloud prior to school opening. There was a temporary disruption to the phone/intercom/bell system which are all linked together, but all of the issues have been worked out. By moving the system to the cloud, we should no longer have issues after power outages. Dr. Shouffler thanked the Administrators for everything they have done to get the school ready for opening.

MINUTES: August Minutes were shared with the Board.

CURRICULUM: School branding with a school color and logo was discussed. Last year, a committee decided on navy blue and white for the school colors, with orange as an accent color. Going forward, uniforms will be ordered in Navy Blue. A decision has not yet been made on the tiger logo. There will be after school tutoring

clubs at Old Turnpike School for ELA and Math, held once per week throughout the school year. Ms. Amato and Ms. Mendralla will be running these clubs and will be sending a flier to students and parents informing them of these new clubs. Parents of students in the basic skills program will receive a letter inviting them to make use of these clubs.

POLICY: None.

FINANCE: Upcoming fundraisers and field trips were discussed. Ms. Goguen stated that there is an old account that was previously used for the 8th grade play. After a recent audit, it was suggested that the account be closed and that the balance be used for something that benefits all students, such as updating the clock system at OTS. Any board members wishing to attend the New Jersey School Boards workshop this year must register by September 22nd.

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

Approve the following workshop/travel requests for the 2023-2024 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
Liz Gentile	9/25/23	$25.00	$-0-	Virtual Webinar - Rutgers Center for Literacy Development: Science of Reading-What it Means for Classroom Practice
Lisa Moore	9/25/23	$25.00	$-0-	Virtual Webinar - Rutgers Center for Literacy Development: Science of Reading-What it Means for Classroom Practice
Megan Verderamo	9/25/23	$25.00	$-0-	Virtual Webinar - Rutgers Center for Literacy Development: Science of Reading-What it Means for Classroom Practice

*Mileage will be reimbursed according to board policy.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein
Absent: Ms. Niang

TECHNOLOGY: None.

FACILITIES: The district architect will be at the September 27 meeting to review the Long Range Facility Plan and to discuss projects that should be considered in the 24-25 budget. Ms. Goguen stated that we have not received approval from the state for the ROD grants that were applied for or when to expect approval. There are a number of HVAC issues that should be addressed. Craig Ely, our Buildings and Grounds Coordinator will be present at the board walkthroughs of the buildings on September 27th for OTS and October 11th for TES.

TRANSPORTATION: Tewksbury School District Bus routes were shared with the board and will be approved at the next meeting. Additional routes contracted with Hunterdon ESC and Lebanon Township will also be shared and approved for the next meeting.

COMMUNICATIONS: Dr. Shouffler reviewed the different ways the district communicates with the community such as newsletters and the website. The website also houses information on curriculum, aspire, presentations, special education, and more. There is a district Facebook page which was started last year. Back to school nights will be next week at both schools. Parent and student nights will be planned throughout the school year. Thanks to the Board of Education, there is a new sign outside of Old Turnpike School which offers another way to communicate information.

OTHER: District and Board goals have been updated for the new school year. Dr. Shouffler stated that she will need four members to be a part of the Strategic Planning Committee. Ms. Gwen Thornton from NJSBA can meet with this committee some time this month and give more details.

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

Approve the District Goals for the 2023-2024 School Year.
Approve the Board Goals for the 2023-2024 School Year

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein
Absent: Ms. Niang

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

All in Favor: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein
Absent: Ms. Niang

PERSONNEL: There are some new clubs to be approved and Dr. Shouffler reviewed the existing clubs. Parents have expressed interest in more clubs for the students. The PTA is also working on club formations for this school year. With the recent resignation of one of our librarians, it was decided that the needs of the district can best be filled by having one Library Media Specialist and hiring one library clerk.

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

Advisors	Name of Club	Description	Stipend	Supply Budget
Dee Krowl Monica Scala	Newspaper Club approximately 12 students	Generate a monthly newsletter for Old Turnpike School.	$1,500 (shared)	$100
Dee Krowl Monica Scala	Craft Club approximately 20	Weekly projects inspired by seasons and holidays.	$1,500 (shared)	$500

	students			

Monthly visitation to OTS & TES of therapy dogs with their handlers, provided by The Bright and the Beautiful Therapy Dogs, an American Kennel Club recognized therapy dog organization, as follows:

- Paul Roland-Bernese Mountain Dog, Penny
- Deanna Cuchiaro-Mixed Breed , Brie
- Joseph Pelley-Mixed Breed Beagle, Bojangles

Approve the following teachers as home instructors for the 2023-2024 school year:

Name	Hourly Rate
Joelle Capece	$48.68
Allison Caruso	$54.18
Daniela DiGiovanni	$44.34
Meghan Girton	$45.73
Juliean Picardo	$50.01

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein
Absent: Ms. Niang

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

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

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Dr. Simon, Ms. Stein
Absent: Ms. Niang

Respectfully submitted,

Heather Goguen
Board Secretary