TEWKSBURY TOWNSHIP SCHOOL DISTRICT
173 Old Turnpike Road
Califon, New Jersey 07830
Phone: 908-439-2010 Fax: 908-439-2655

REGULAR BOARD MEETING AGENDA
December 13, 2023

7:00 PM REGULAR BOARD MEETING - Open to Public
Old Turnpike School Library

During public comment, public participants are invited to address the Board with questions or comments.

District Goals

1. Engage in strategic planning process and create a long-term vision for our schools as a School District of Excellence.
2. Cultivate teacher excellence by engaging educators in high quality professional learning opportunities to improve understanding of pedagogical strategies and better meet the learning needs of all students.
3. Enhance communication with the Tewksbury community to engage stakeholders.
4. Address students' social learning needs through character education programs and anti-bullying activities.

Board Goals

1. Initiate and complete the strategic planning process for the district with the aim of formulating a comprehensive 5-year strategic plan that embodies the values and culture of our community.
2. Support our administrators, staff and teachers in nurturing a culture of educational excellence and fostering a positive educational environment for all students, while maintaining fiscal responsibility.
3. Elevate public outreach and involvement by ensuring the consistent, comprehensive, and punctual distribution of information to all our stakeholders--encompassing students, educators, parents, and the broader community.

I. CALL TO ORDER Time:_____

II. SUNSHINE ANNOUNCEMENT

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.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Ms. Carrino	Mr. Charniga	Mr. Davidson	Ms. Fleming	Ms. Jardinella
Ms. Munoz	Ms. Niang	Dr. Simon	Ms. Stein	Dr. Shouffler Ms. Goguen

V. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on actionable agenda items only.

The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

VI. PRESENTATION

- Governor's Educator of the Year Award Winners
- Kirsli Spinks - Transition to Website
- Anthony Ardito, CPA - 2022-2023 audit

VII. CORRESPONDENCE

VIII. SUPERINTENDENT'S REPORT

- HIB Report
- Enrollment Reports
- Emergency/Fire Drill Reports

School	Tewksbury Elementary School	
Month/Year	Nov. 2023	Nov. 2023
Date	11/16/2023	11/27/2023 10:35 AM

Drill Description	Hold	Fire Drill
Duration/ Time of Drill	15 minutes	10 minutes
Weather Conditions	sunny	sunny
Conductor of Drill	L. Moore	L. Moore
Notification Method	PA system	Pulled station

School	Old Turnpike School
Month/Year	Nov. 2023
Date	11/28/23
Drill Description	Fire drill
Duration/ Time of Drill	5 min
Weather Conditions	Overcast & cold
Conductor of Drill	D. Krowl/M. Verderamo/ M. Mitchell
Notification Method	PA System

IX. MINUTES

Motion to approve the following minutes:

- November 15, 2023 Regular Board Meeting
- November 15, 2023 Executive Session

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

X. COMMITTEE REPORTS

A. Curriculum

Discussion

- ESEA School Accountability Profile
- 2024-2025 School Calendar
- Universal Pre-K

Motion to approve the following:

1. Approve the 2024-2025 School Calendar.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____ Dr. Simon____Ms. Stein____

B. Policy
Discussion

C. Finance
Discussion
- Field trips

Motion to approve the following:

1. 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 November 16, 2023 through December 13, 2023 for a total amount of $1,134,794.16.

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

3. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of November, 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).

4. Acceptance and Approval of Treasurer's Report for the month of November, 2023.

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of November, 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).

6. Approve the attached list of transfers.

7. 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
Jessica Mukherjee	2/26-2/27/24	$275.00	Mileage = $37.60	NJ Association for Health, Physical Education, Recreation and Dance Convention, Princeton, NJ
Robert Lovering	1/10/24	$279.00	-0-	Bureau of Education and Research: Innovative, Phenomena-Driven Strategies to Increase Student Engagement and Learning of the Next generation Science Standards - Virtual
Robert Lovering	2/28/24	$150.00	Mileage = $9.02	Using Explanation and Argument to Assess Student Science Learning - Raritan Valley Community College -Branchburg,NJ
Megan Verderamo	3/22/24	$245.00	-0-	PD Series 2: Effective Approach to Leadership - Harvard Graduate School of Education - Virtual
Daniela DiGiovanni	01/08/24	$199.00	Mileage = $68.62	Building Thinking Mathematics Classrooms - Rowan University-Glassboro, NJ
Bob Hoffman, Jr.	12/6/23	-0-	-0-	School Transportation Supervisors General Membership Meeting, Monroe Township, NJ
Jeanette Pill	1/10/24	$100.00	Mileage = $12.64	ID 380: Morphology: A Bridge to Enhance Students' Reading Fluency, Vocabulary, Comprehension and Spelling Skills
Jennifer Shouffler	1/25/24-1/26/24	$345.00	Hotel = $97.00 Mileage = $96.82 Parking/Tolls = $30.00 Meals = $150.00	NJ Association of Superintendents Techspo 2024, Atlantic City, NJ - Title IV
Bob Hoffman, Jr.	3/20/24 - 3/22/2024	$475.00	Hotel = $192.00 Mileage = $125.49 Tolls = $40.00 Meals = $20.00	School Transportation Supervisors of NJ 53rd Annual New Jersey Pupil Transportation Conference & Equipment Show, Atlantic City, NJ

*Mileage will be reimbursed according to board policy.

8. Approve the following field trips for the 2023-2024 school year.

Grade	Destination	Date (month/year)	Approximate Cost per Student (cost of attendance not paid by district)	Coordinating Teacher/Staff
6	Clinton Township Middle School - Rachel's Challenge Program. OTS 6th graders, along with other sending districts, were invited to attend a program on bullying and school violence prevention.	February, 2024	$0	Mary Cutri-French

9. Approve the following TES fundraiser/donation drives for the 2023-2024 school year:

Name of Event	Description	Date	Advisor
Pennies for Puppies	Collect pennies to donate to The Seeing Eye Organization, which provides services to those visually impaired.	April, 2024	Ms. Wade-Taffera Ms. Donovan
Food Drive	Collect food to be donated to the Open Cupboard Food Pantry in Clinton, NJ	February, 2024	Ms. Forsythe Ms. Donovan
The Pajama Project	Collect new pajamas to be distributed to children in need in Hunterdon County	January, 2024	Ms. DelGrande Ms. Donovan
Tewksbury's Got Talent	In conjunction with the PTA, Grades 3 & 4 will hold a talent show (whole class participation, not individual). Proceeds raised will go towards improvements to the TES playground.	March, 2024	Ms. Rinehart Havens Ms. Obercian

10. Accept the following TEF grant funding for the 2023-2024 school year:

Requested by	School	Funding Request	Amount of Grant
Fay Perticari	TES	Main Engine Start - hands on kindergarten workshop about the science topic push/pull unit.	$750.00
Fay Perticari	TES	Whittemore Wildlife will work with all 3 kindergarten classes to learn about native and pollinator plants.	$1,500.00

11. Accept the following PTA grant funding for the 2023-2024 school year:

Requested by	School	Funding Request	Amount of Grant
Fay Perticari	TES	4 Flexible seating stools and 2 stability ball chairs for the classroom.	$393.66
Alexandria Tibak Nicole Kinzel	TES	Sensory items for the Resource Room in order to best meet the needs of special education students.	$593.65

12. Approval of 2022-2023 School Audit.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the 2022-2023 Audit Report conducted by Ardito and Co. (ACFR) 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

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____ Dr. Simon____Ms. Stein____

D. Technology

Discussion

E. Facilities

Discussion

F. Transportation

Discussion

G. Communication

Discussion

H. Other

Discussion

- Board Meeting Calendar
- Strategic Planning

XI. LEGISLATIVE REVIEW

Discussion

XII. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on non-agenda items. The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

I. Personnel
Discussion

Motion to approve the following:

1. At the recommendation of the Superintendent, approve Amy Schroeder as a fourth grade Leave Replacement Teacher beginning approximately March 1, 2023 through June 30, 2023 at BA Step 2 $59,651 (prorated), pending criminal history review. (TES-TCH-04-01)

2. At the recommendation of the Superintendent, approve Amy Schroeder as a substitute teacher for the 2023-2024 school year, pending criminal history review.

3. At the recommendation of the Superintendent, approve Ava Wentworth as a Paraprofessional long term substitute beginning approximately December 14, 2023 through February 6, 2024 at $175/day. (OTS-AID-INST-03)

4. Accept, with best wishes, the letter of retirement from Mary Chandler, Child Study Team Secretary, effective March 1, 2024. (DIS-SEC-CST-01)

5. Accept, with regret, the letter of resignation from Seann Erhart, Custodian, effective January 6, 2024. (DIST-CUST-06)

6. Approve the following staff member as a substitute ski club chaperone on an as needed basis for the 2023-2024 school year:

Name	Hours	Rate
Robert Lovering	Not to exceed 8 hours per trip	$40/hour

7. Approve the following OTS concert chaperones:

Name	Event	Hours	Rate
Dee Krowl	OTS Holiday Concert-December, 2024	Not to exceed 2 hours	$40/hour
Monica Scala	OTS Holiday Concert-December, 2024	Not to exceed 2 hours	$40/hour
Amy Allen	OTS Holiday Concert-December, 2024	Not to exceed 2 hours	$40/hour
Bonnie Mendralla	OTS Holiday Concert-December, 2024	Not to exceed 2 hours	$40/hour

8. Approve the following club and advisor for the 2023-2024 school year:

Advisors	Name of Club	Description	Stipend	Supply Budget
Kristen Rinehart Havens	TES Yearbook Club	Gr. 4 students take an active role in planning and creating their elementary school yearbook - from taking pictures to organizing the layout of the final product.Meet 2x/month. Half year club.	$1,500	None requested

9. Approve the updated job description for the Child Study Team Secretary.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. EXECUTIVE SESSION

Motion _____ 2nd _____ Enter closed session at _____p.m.

WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances, and:
WHEREAS, said law required the Board of Education to adopt a resolution at a public meeting before it can meet in such an executive or private session;
NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Tewksbury that it does hereby determine that it is necessary to meet in executive session at this time to discuss personnel and legal matters for approximately thirty minutes. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting. Action may be taken.

Motion _____ 2nd _____ Enter open session at _____p.m.

XVI. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Mr. Davidson____Ms. Fleming____Ms. Jardinella____Ms. Munoz____Ms. Niang____
Dr. Simon____Ms. Stein____