October 25, 2023 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board 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: Mr. Charniga, Ms. Carrino, Mr. Davidson, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein

ABSENT: Ms. Fleming

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. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Fleming

PRESENTATION: Megan Verderamo, joined by the administrative team, presented the Spring 2023 NJSLA student testing results.

CORRESPONDENCE: Two emails were received from a resident and two parents each sent an email.

SUPERINTENDENT'S REPORT: Dr. Shouffler thanked the Tewksbury PTA and the presidents, Jen Prisco and Jessica Petrognani for accomplishing so many tasks to support the students and school community. These included a welcome breakfast for the staff, after school clubs, Candidate's Night, PTA meetings, and the upcoming Trick or Trunk and Family Math events. They have also donated grant money to teachers to fulfill their requests. The Board reviewed the HIB Report, Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	
Month/Year	Sept. 2023	Oct. 2023
Date	9/27/2023	10/16/2023
Drill Description	Bus Drill	Fire Drill

Duration/ Time of Drill	**5 minutes per bus**	**5 minutes**
Weather Conditions	**Sunny**	**sunny**
Conductor of Drill	**L. Moore & B. Hoffman**	**L. Moore & M. Verderamo**
Notification Method	**walkies**	**walkies**

School	**Old Turnpike School**	
Month/Year	**Sept. 2023**	**Oct. 2023**
Date	**9/27/23**	**10/19/2023**
Drill Description	**Bus Drill**	**Fire drill**
Duration/ Time of Drill	**5 minutes per bus**	**8 minutes**
Weather Conditions	**Sunny**	**Sunny**
Conductor of Drill	**B. Hoffman, M. Mitchell**	**D. Krowl, M. Mitchell**
Notification Method	**walkies**	**walkies**

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

- September 6, 2023 Committee of the Whole Meeting
- September 27, 2023 Regular Board Meeting

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

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

Approve the November 16th K-4 assembly at Tewksbury Elementary School - Grand Falloons "Ways of Water" describing the properties and functions of water in the earth's circulatory system. This assembly is free of charge provided by a grant from the Hunterdon County Health Department-Clean Communities.

Approve the Nursing Services Plan for the 2023-2024 school year.

Approve the 2022-2023 School Self-Assessments for Determining Grades under the Anti-Bullying Bill of Rights Act.

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

POLICY: Dr. Shouffler discussed the options to be selected in some of the polices up for approval this evening.

Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following policies and regulations on first reading:

P 2270	Religion in the Schools (Revised)
P 3161	Examination for Cause (Revised)
P & R 3212	Attendance (M) (Revised)
P 3324	Right of Privacy (Revised)
P & R 3432	Sick Leave (Abolished)
P 4161	Examination for Cause (Revised)
P & R 4212	Attendance (M) (Revised)
P 4324	Right of Privacy (Revised)
P & R 4432	Sick Leave (Abolished)
P & R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P & R 5116	Education of Homeless Children and Youths (Revised)
P & R 5460.02	Bridge Year Pilot Program (M) (Abolished)
P 8500	Food Services (M) (Revised)
P 8540	School Nutrition Programs (M) (Abolished)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Abolished)

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

FINANCE: Concerns about the high cost of some of the field trips was discussed. Future trips may need to be selected on the basis of using our own buses in an effort to trim costs. Refunds of $10 will be going out to 5th and 6th grade parents for the overcharge on the Medieval Times trip due to overestimating.

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

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 September 28, 2023 through October 25, 2023 for a total amount of $1,455,613.85.

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

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

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

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

Approve the attached list of transfers.

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
Bonnie Wade-Taffera	10/26/23	$180.00	Mileage=$21.15	Reading Strategies-Essential Learning for Every Classroom, Rutgers Center for Literacy Development, New Brunswick, NJ
Joe Frankosky	2/7/23	$180.00	Mileage=$12.69	Help Students Learn to Write Well by Teaching Mentor Texts, Rutgers Center for Literacy Development, New Brunswick, NJ
Amanda Kouzis	2/7/23	0	Mileage=$11.28	Help Students Learn to Write Well by Teaching Mentor Texts, Rutgers Center for Literacy Development, New Brunswick, NJ
Aimee Emge	4/17/24	0	Mileage=$28.00	Shifting the Balance: Aligning Literacy Instruction with What We Know About How the Brain Reads, Rutgers Center for Literacy Development, New Brunswick, NJ
Lori Nichols	5/21/24	$180.00	Mileage=$15.98	Word Study and Intervention for Struggling Readers K-8, Rutgers Center for Literacy Development, New Brunswick, NJ
Karen Morrow	5/21/24	0	Mileage=$17.39	Word Study and Intervention for Struggling Readers K-8, Rutgers Center for Literacy Development, New Brunswick, NJ

*Mileage will be reimbursed according to board policy.

Approve the following OTS fundraiser for the 2023-2024 school year:

Name of Event	Description	Date	Advisor
Jewelry Sale during lunch	Holiday sale of the jewelry that was made by the Jewelry Club. Items will sell for $1-$2	12/4/23-12/21/23	Nicole Polinger

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
6-7	Spinning Wheel Diner, Lebanon, NJ to	November, 2023	Cost of lunch	Meghan Girton

Special Ed.	teach life skills.			
6-7 Special Ed.	Walmart, Clinton, NJ - life skills/holiday shopping on a budget	December, 2023	$20.00 to purchase gifts	Meghan Girton

TECHNOLOGY: The switch project will take place over Teacher Convention Break.

FACILITIES: Food Advisory Committee Meetings took place at each of the schools and included students, parents, board members and administration along with the Food Service Supervisor. Overall, everyone is very happy with the food quality. The Architect Proposal for long range planning- professional services was discussed.

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

Approve the Comprehensive Maintenance Plan (CMP) and Form M-1 (Annual Maintenance Budget Amount Worksheet) for the 2024-2025 school year for submission to the County Office.

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

TRANSPORTATION: None.

COMMUNICATIONS: A flier and letter have been created to advertise the strategic planning meeting dates. These will be going out to the Tewksbury community this week. Mayor Jean Frankel from the Township Committee has agreed to be the liaison for the state of the community.

OTHER: The first strategic planning meeting will be on January 16, 2024.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Brandi Harkins, Califon, NJ, suggested a list of stakeholders (CPAP). Ms. Harkins would also like to invite gifted and talented committee members to be part of the strategic planning process.

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

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

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

Approve the following honoraria positions for the 2023-2024 school year:

Name	Position	Stipend
Dee Krowl	8th Gr. Play Production Manager	$1,800.00
Dee Krowl	8th Gr. Play Assistant Director	$2,200.00

Approve the following parent volunteers for Odyssey of the Mind under the supervision of Amanda Kouzis- Odyssey of the Mind Coach:

- Corrine Blair
- Christina Copland
- Heather Pierce
- Leila Slaven
- Eric Schwartz
- Judy Kramer

Approve the maternity leave request for Nicole Kinzel, Gr. 3-4 Special Education Teacher, effective approximately February 20, 2024. Ms. Kinzel will use accrued sick days in accordance with maternity leave disability FMLA, followed by 12 weeks of NJFLA, with a return date on or about the first day of the 2024-2025 school year. (TES-TCH-SPED-04)

Approve the following substitutes for the 2023-2024 school year, pending criminal history review:

- James Brady
- Sonia Thorp

Accept, with best wishes, the letter of retirement from Luis Contreras, Custodian, effective May 1, 2024. (DIST-CUST-05)

Approve the following club at Old Turnpike School for the 2023-2024 school year:

Advisors	Name of Club	Description	Stipend (half year club)	Supply Budget
Alana Magro Caroline Wernicki Annie Rose-Mason	Battle of the Books	Battle of the Books is a club where students are given a set of texts to read and study. Students will eventually compete with surrounding districts by answering novel questions correctly and quickly.	$1,500.00 (shared)	N/A

Approve the following teacher facilitators for the Grade K-2 Family Mathematics Workshop on November 2, 2023:

Name	Rate
Becky Chapman	$68.56 per hour up to 4 hours (two hours of prep time and two hours of facilitations)
Jaime Levy	$67.03 per hour up to 4 hours (two hours of prep time and two hours of facilitations)
Steve Strange	$63.96 per hour up to 4 hours (two hours of prep time and two hours of facilitations)

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

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Munoz to adjourn the meeting. The time was 8:31 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary