January 3, 2024 Reorganization and Committee of the Whole Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Reorganization 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.

REPORT OF THE ANNUAL SCHOOL ELECTION, Board Secretary

Tewksbury Township School District BOE Member Three-Year Term

- Connie Wygera 920
- William Simon 904
- Suleyka Munoz 891

ADMINISTRATION OF OATH OF OFFICE to new Board Member, Mrs. Connie Wygera and re-elected board members, Mrs. Suleyka Munoz and Dr. William Simon.

PRESENT: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

ABSENT: None

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

ELECTION OF THE PRESIDENT: The Board Secretary opened the floor for nominations for President:

Motion was made by Ms. Carrino and seconded by Ms. Fleming to nominate Andrea Stein as President.

RESOLVED, that Andrea Stein has been nominated for President.

Motion was made by Dr. Simon and seconded by Ms. Carrino to close the nomination for President.

Motion was made by Ms. Carrino and seconded by Ms. Fleming to appoint Andrea Stein as President of the Board of Education.

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

The President assumes his/her chair.

ELECTION OF THE VICE PRESIDENT: The Board Secretary opened the floor for nominations for Vice President:

Motion was made by Dr. Simon and seconded by Ms. Carrino to nominate Suleyka Munoz as Vice President.

Motion was made by Mr. Charniga and seconded by Ms. Wygera to nominate Susanne Jardinella as Vice President.

RESOLVED, that Suleyka Munoz and Susanne Jardinella have been nominated for Vice President.

By a show of hands, Suleyka Munoz was elected Vice President.

Motion was made by Ms. Stein and seconded by Ms. Carrino to appoint Suleyka Munoz as Vice President of the Board of Education.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Ms. Fleming, Mrs. Munoz, Mrs. Niang, Dr. Simon, Ms. Stein
No: Mr. Charniga, Mrs. Jardinella, Mrs. Wygera

The Vice President assumes his/her chair.

ANNUAL APPOINTMENTS

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

Appoint Jim Charniga as delegate and Connie Wygera as alternate delegate to the Hunterdon County School Board Association.

Appoint Khadija Niang as delegate and Susanne Jardinella as alternate delegate to the N.J. School Board Association.

Appoint Connie Wygera as Representative to ESC.

Effective January 4, 2024 through January 2025, at the next reorganizational meeting: The signers on all Tewksbury Township Board of Education Bank Accounts will be as follows:

General Operating	Business Administrator, Heather Goguen and Board President, Andrea Stein
Payroll	Business Administrator, Heather Goguen and Board President, Andrea Stein
Payroll Agency	Business Administrator, Heather Goguen and Board President, Andrea Stein
Snyder Awards	Business Administrator, Heather Goguen and Board President, Andrea Stein
Student Activity Account - TES	Business Administrator, Heather Goguen
Student Activity Account - OTS	Business Administrator, Heather Goguen
Cafeteria	Business Administrator, Heather Goguen
HSAFSA	Business Administrator, Heather Goguen
Capital Reserve	Business Administrator, Heather Goguen
State Unemployment Insurance	Business Administrator, Heather Goguen

Readopt all actions, policies, policy manuals, and contracts entered into by previous boards of education.

Approve the Board Meeting Calendar for January 2024 to January 2025.

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

COMMITTEE OF THE WHOLE MEETING BEGINS

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: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

PRESENTATION: None.

CORRESPONDENCE: An email was received from the Anderson House Coordinator, thanking the schools for the holiday gifts donated by the students and families.

SUPERINTENDENT'S REPORT: January is Board Recognition Month in New Jersey. Dr. Shouffler thanked the new and returning board members for their time and commitment.

MINUTES: The December 13, 2023 Minutes were given to the board for review.

CURRICULUM: Hunterdon County's Enthusiastic Reader Award is back. Our librarian, Ms. Rose-Mason, is working with teachers for nominations to be submitted for the award.

POLICY: None.

FINANCE: Ms. Goguen stated that she has the contract with NJ School Boards to help guide strategic planning. The financial disclosure forms for board members will be available next week. These must be filled out annually. Initial budget information will be presented at the January 24th meeting.

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

Approve New Jersey School Boards Association 3D Model "Dream, Determination and Destiny by Design" Contract for strategic planning in the amount not to exceed $4,000.

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
Samantha Wu	1/17/24	-0-	Mileage=$15.23	Content Area PD for Science NJSLA at Hunterdon Polytech Campus, Flemington, NJ

*Mileage will be reimbursed according to board policy.

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

TECHNOLOGY: There is a change order for the work that was done with EPlus Technology for the phone system migration. EPlus is giving us credit on the bill due to the difficulties encountered and staff overtime needed to get the system up and running. A letter was sent to EPlus outlining the many problems. The regional Vice President apologized and will contact us.

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

Approve Change order #1 with EPlus Technology, Inc. for the phone system migration to the cloud project in the amount of a credit for $6,000 for additional hours during evenings and weekends required of Tewksbury Township School District staff to support on-site EPlus team members.

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

FACILITIES: There is a change order for the Capital Paving striping project. At the January 24th meeting, the architect will give an update on the Long Range Facilities Plan. DCO Energy has been invited to give a presentation regarding a Direct Install project that incorporates lighting upgrades and HVAC upgrades at both schools. We are awaiting their response.

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

Approve Change order #2 with Capital Paving for the Elementary School paving project in the amount of a credit of $4,000 for regular line striping in lieu of thermoplastic striping.

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

TRANSPORTATION: None.

COMMUNICATIONS: None.

OTHER: The first of three meetings for strategic planning is Tuesday, January 16th at 7:00 p.m. at Old Turnpike School. This was shared in the recent edition of the Tewksbury Times and email reminders will be sent out to stakeholders, the school community, and people that have already responded. A roll call of BOE members will be taken at the meetings.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

PERSONNEL: Dr. Shouffler thanked Ms. Cutri-French for her years of service as Guidance Counselor. A search will begin for a replacement and hopefully will allow time for an overlap.

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

Accept, with best wishes, the letter of retirement from Mary Cutri-French, OTS Guidance Counselor, effective July 1, 2024.

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

OLD BUSINESS: Ms. Stein asked if a student council representative could attend meetings and give updates.

NEW BUSINESS: Mrs. Wygera would like to reinstitute Zoom meetings for the public to be able to attend.

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Munoz to adjourn the meeting. The time was 7:39 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary