January 24, 2024 Ethics Training and Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Ethics Training and Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Stein at 6:30 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, Mrs. Jardinella (exited at 6:36pm, returned at 6:38pm), Mrs. Munoz, Dr. Simon, Mrs. Wygera, Ms. Stein

ABSENT: Ms. Fleming, Mrs. Niang

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

PRESENTATION: Ethics Training presented by Joe Roselle, Esq. from Schenck Price Smith and King, LLP

REGULAR BOARD MEETING BEGINS

PRESENTATION: Dr. Shouffler welcomed Dr. Mitchell, along with the OTS Peer Leaders. The Peer Leader program was implemented last year at OTS and offers leadership opportunities to 8th grade students.

- Peer Leaders and Dr. Mitchell
- Parette Somjen Architects- Mr. Bill Bannister
- Energy Presentation-Mr. Robert Padovano

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Jess Russo, Lebanon, NJ commented about the needs of the students in the special education class during the teacher's leave. Ms. Harkins, Califon, NJ agreed with Ms. Russo.

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

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

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler congratulated the 8th grade students in Mr. Berg's STEM class. The students competed in the first Hunterdon County Bridge Building competition at North Hunterdon High School. Winners were three Old Turnpike School Students, Deanna Pentz, Shea Nafey and Greer Nafey. The Board reviewed the HIB Report, Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	
Month/Year	Dec.2023	Dec. 2022
Date	12/15/23	12/19/2023
Drill Description	Emergency Alert Test (Realtime)	Fire Drill
Duration/ Time of Drill	2 min	3 minutes
Weather Conditions	Sunny and cold	Gray and cold
Conductor of Drill	M. Verderamo	L. Moore
Notification Method	Text, email and phone call	Pulled station in office

School	Old Turnpike School	
Month/Year	Dec. 2023	Dec. 2023
Date	12/15/23	12/20/23
Drill Description	Emergency Alert Test (Realtime)	Fire drill
Duration/ Time of Drill	2 min	7 min
Weather Conditions	Sunny and cold	Sunny and cold
Conductor of Drill	M. Verderamo	D. Krowl,M. Mitchell
Notification Method	Text, email and phone call	PA System

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

- December 13, 2023 Regular Board Meeting

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

CURRICULUM: The district has used the three school closing/snow days which were built into the 2023-2024 school calendar. Any school closing days going forward will be added to the end of the school year.

POLICY: Dr. Shouffler discussed the return to live streaming for BOE meetings and shared a sample policy with the Board along with a job description for a stipend for a technology assistant to run the devices. A choice of vehicles to use to livestream such as Zoom and YouTube were discussed.

FINANCE: Ms. Goguen gave an update on the 2024-2025 budget. The initial budget will be up for approval at the March 6th meeting. Ms. Goguen asked the Board if any members would be interested and available to form a special finance committee to review the budget during early February. Ms. Goguen is requesting to approve the waiver for SEMI (Special Education Medicaid Initiative) which the district qualifies for due to having less than 40 students who receive free and reduced lunch.

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 December 14, 2023 through January 24, 2024 for a total amount of $2,123,270.87.

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

> BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of December, 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 December, 2023.

> BE IT RESOLVED that upon review of the Treasurer's Report for the month of December, 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
Megan Verderamo	2/13/24	$75.00	-0-	Running Effective I&RS/NJTSS Meeting, Morris-Union Jointure Commission-online course
Jaime Levy	3/15/24	$95.00	Mileage=$6.39	Implementing a Gifted Multi-Tiered System of Support (MTSS0-Strategies for Identification and Intervention, Morris-Union Joint Venture, New Providence, NJ
Karen Morrow	2/13/24	$75.00	-0-	Virtual Workshop through Morris Union Joint Venture - Running Effective I&RS/NJTSS Meetings
Sheila Donovan	2/13/24	$75.00	-0-	Virtual Workshop through Morris Union Joint Venture - Running Effective I&RS/NJTSS Meetings
Jennifer Shouffler	3/18/24	$259.00	Mileage = $21.90	NJASA 2024 Women's Leadership Conference - Somerset, NJ
Allison Caruso	4/19/24	279.00	-0-	Using AI Tools to Increase Student's Science Learning - Virtual
Samantha Wu	2/28/24	$90.00	Mileage = $13.16	AI and ChatGPT for All Educators - Morris Union Jointure Commission - New Providence, NJ
Daniela DiGiovanni	2/24, 3/16, 4/13/24	$750.00	-0-	Teaching Math Routines for Computational Fluency, University of Pennsylvania GSE. 2 hours/day plus asynchronous materials
Frederick deJaager	2/24, 3/16, 4/13/24	$750.00	-0-	Teaching Math Routines for Computational Fluency, University of Pennsylvania GSE. 2 hours/day plus asynchronous materials
Michael Mitchell	2/25/24	$395.00	Mileage & Tolls = $135.12	NJASA Techspo, Atlantic City, NJ

*Mileage will be reimbursed according to board policy.

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

Name of Event	Description	Date	Advisor
Souper Bowl of Caring	Collect food and personal care items. Teams will win a point for each item donated. Items will be donated to the Flemington Food Pantry.	January-February, 2024	Ms. Mukherjee

Approve the following field trip 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
Grade 5-8 Fishing Club Members	Pequest Trout Hatchery, Oxford, NJ. Club will tour hatchery learning about the life cycle of trout followed by a fishing basics program at their outside Education Pond.	June, 2024	Each student must bring their own bagged lunch	Pete Berg
Grade 5-8 Instrumental Students	Voorhees High School to see the Pops Concert to expose the students to what is available to them in high school.	February, 2024	-0-	Nicole Polinger Chris Shaffer

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 2024-2025, 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 2024-2025 school year.

Approve the annual tuition of $7,500.00 for the 2024-2025 Preschool Program.

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

TECHNOLOGY: The new website will be going live on Monday, January, 29th. Ms. Goguen updated the board on the intercom and paging system at Tewksbury Elementary School and the resolutions to any issues remaining from when the phone system moved to the cloud.

FACILITIES: None.

TRANSPORTATION: There are no updates about the delivery of the new bus.

COMMUNICATIONS: Dr. Shouffler sent out a letter to the Old Turnpike School families regarding health curriculum choices and a decision to make regarding their students' health class.

OTHER: The new date of April 16th has been added to the Strategic Planning Meeting since the January meeting was canceled due to inclement weather. The dates of the meetings will be February 12th, March 13th, and April 16th.

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

Adopt, implement, and submit to the county office, the 2023-2024 Memorandum of Agreement Between Education and Law Enforcement Officials.

Approve the Student Safety Data System Report for the period September 1, 2023 through December 31, 2023.

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

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Marianne Obercian-student, Lebanon, NJ spoke about the single use plastic in the cafeteria. Ms. Sandy Mader, Lebanon, NJ would like to have the board meetings live streamed.

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

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

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

At the recommendation of the Superintendent, approve Jill Pecora as a Teacher of Art, effective approximately March 25, 2024 or sooner, through June 30, 2024 at MA+30 Step 9 $77,177 (prorated), pending criminal history review. (TES-TCH-ART-01)

At the recommendation of the Superintendent, approve the following substitute teachers/paraprofessionals for the 2023-2024 school year, pending criminal history review.

- Jackson Ponzo
- Marisol Wilson

Approve the chaperones and additional hours for the following staff members for the 8th Grade trip to see a Broadway show in NYC in January, 2024.

Name	Compensation	Hours
Michael Mitchell	n/a	n/a
Amy Allen	$40/hour	Up to 3 hours
Kelly Cullen	$40/hour	Up to 3 hours
Dee Krowl	$40/hour	Up to 3 hours
Tom Lobb	$40/hour	Up to 3 hours
Bonnie Mendralla	$40/hour	Up to 3 hours
Heather Olla	$40/hour	Up to 3 hours
Scott Sipos	$40/hour	Up to 3 hours
Scott Steinmen	$40/hour	Up to 3 hours
Samantha Wu	$40/hour	Up to 3 hours

Approve the chaperones and additional hours for the following staff members for the 8th Grade Dance in February, 2024.

Name	Compensation	Hours
Dee Krowl	$40/hour	Up to 4 hours

Bonnie Mendralla	$40/hour	Up to 4 hours
Tom Lobb	$40/hour	Up to 3 hours
Rob Lovering	$40/hour	Up to 3 hours

Approve Nate Joyce to provide tech support for up to 3 hours each night at the rate of $25/hour at the Strategic Planning Meetings to be held on February 12, March 13 and April 16, 2024.

Approve Heather Olla as Basketball Game Scoreboard Keeper/Student Supervisor at the rate of $40/hour during basketball games at OTS.

Accept, with regret, the resignation of Katherine Provel, Speech Language Pathologist, effective March 20, 2024. (DIST-SPE-CST-02)

Approve Dee Krowl for 2 hours of student supervision for ski club registration on October 2, 2023 at the rate of $40/hour.

At the recommendation of the Superintendent, approve Dominick Pardo as a Custodian effective on or about March 25, 2024 through June 30, 2024, at Step 11 $46,580 (prorated), pending criminal history review. (DIST-CUST-06)

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

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Ms. Carrino to enter Executive Session. The time was 8:43 p.m.

Motion was made by Ms. Stein and seconded by Dr. Simon to exit Executive Session. The time was 9:02 p.m.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Dr. Simon to adjourn the meeting. The time was 9:02 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary