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

COMMITTEE OF THE WHOLE MEETING AGENDA
March 6, 2024

7:00 PM COMMITTEE OF THE WHOLE 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	Ms. Fleming	Mrs. Munoz	Mrs. Jardinella
Mrs. Niang	Dr. Simon	Mrs. Wygera	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____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

VI. PRESENTATION

- 2024-2025 Budget - Heather Goguen, Jennifer Shouffler, Ed.D.

VII. CORRESPONDENCE

VIII. SUPERINTENDENT'S REPORT

IX. MINUTES

- February 8, 2024 Committee of the Whole Meeting
- February 8, 2024 Executive Session
- February 12, 2024 Strategic Planning Meeting
- February 28, 2024 Regular Board Meeting
- February 28, 2024 Executive Session

X. COMMITTEE REPORTS

A. Curriculum
Discussion

B. Policy
Discussion

ACTION ITEM
Motion to approve the following policies on first reading:

- P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- R 1530 Equal Employment Opportunity ComplaintProcedure (M) (Revised)
- P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- R 2200 Curriculum Content (M) (Revised)
- P 2260 Equity in School and Classroom Practices (M) (Revised)
- R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
- P 2411 Guidance Counseling (M) (Revised)
- P 3211 Code of Ethics (Revised)
- P 5570 Sportsmanship (Revised)
- P 5750 Equitable Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Abolished)
- P 5841 Secret Societies (Revised)
- P 5842 Equal Access of Student Organizations (Revised)
- P & R 7610 Vandalism (Revised)
- P 9323 Notification of Juvenile Offender Case Disposition (Revised
- P & R 2423 Bilingual Education (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____ Mrs. Wygera____Ms. Stein____

C. Finance
Discussion
- Staff workshops/travel requests
- Bond Counsel
- Chromebooks purchase
- Tentative Budget

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**

Jessica Mukherjee	4/26/24 & 4/30/24	$340.00	Mileage = $12.64	Google Educator Level 1 Certification Boot Camp 2-Day Series, Morris Union Jointure Commission, New Providence, NJ
Heather Goguen	5/1/24	-0-	-0-	CDK End of Year User Meeting, Washington, NJ
Heather Goguen	6/4/24-6/7/24	$500.00	Mileage = $125.49 Tolls/Parking = $65.00 Lodging = $238.00 Meals = $96.00	NJASBO 62nd Annual Conference, Atlantic City, NJ
Barbara Simcox	4/25/24	0	0	CDK End of Year User Meeting, Washington, NJ
Heather Valenta	4/25/24	0	0	CDK End of Year User Meeting, Washington, NJ

*Mileage will be reimbursed according to board policy.

ACTION ITEM

Motion to approve the following:

1. Approve the following workshop/travel request for the 2023-2024 school year:

Staff Member	Date	Registration	Other Expenses*	Event/Destination
Samantha Wu	3/12/24	$130.00	Mileage = $31.68 Tolls = $5.00	NJECC Educational Technology Conference, Montclair State University, Montclair, NJ
Heather Olla	3/12/24	$130.00	Mileage = $42.30	NJECC Educational Technology Conference, Montclair State University, Montclair, NJ
Alana Magro	3/7/24	$285.00	Mileage = $35.15	Unlock the Power of Reading, TCNJ, Ewing, NJ
Katrina Moore	3/7/24	$285.00	Mileage = $48.88	Unlock the Power of Reading, TCNJ, Ewing, NJ

2. Adoption of Tentative 2024-2025 Budget:

Resolved, that the Tewksbury Township Board of Education adopts the following tentative budget for the 2024-2025 school year and authorizes the Board Secretary to submit to the Hunterdon County Department of Education County Superintendent for approval in accordance with the statutory deadline and to make all necessary adjustments to the budget to comply with State regulations.

2024-2025	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	$16,731,729	$150,194	$758,393	$17,640316
Less Anticipated Revenue	$3,151,675	$150,194	$0	$3,301,869
Taxes To Be Raised	$13,580,054	$0	$758,393	$14,338,447

WHEREAS, the tentative 2024-2025 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as, for health benefit cost increase above two (2) percent; an

enrollment adjustment, and banked cap, the results which could increase local taxes above the two (2) percent cap; and

WHEREAS, the tentative 2024-2025 budget was constructed with an eligible maximum adjustment for health care cost in the amount of $71,554 which will not be used in 2024-2025 and will be eligible in the next two budget years as banked cap; and

BE IT RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following capital projects and architect fees and withdrawal of $157,000 from the Capital Reserve account to provide funding for the following projects/equipment for the 2024-2025 school year:

Partial Roof replacement at Tewksbury Elementary School	$157,000

Total costs for these projects are $157,000, which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

And to advertise said tentative budget in the Hunterdon County Democrat or Courier News in accordance with the form suggested by the State Department of Education and according to law.

BE IT FURTHER RESOLVED, that a public hearing be held at Old Turnpike School, Tewksbury Township, New Jersey on April 24, 2024 at 7:00 pm, for the purpose of conducting a public hearing on the budget for the 2024-2025 School Year.

WHEREAS, the Tewksbury Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $20,000 for all staff and board members.

BE IT FURTHER RESOLVED that the Board of Education establish the maximum dollar limit of $67,207 for professional services for the 2024-2025 school year and confirms $95,850 was established as the 2023-2024 school district maximum of which $40,293 has been spent to date.

WHEREAS, the tentative budget includes the following appropriations:

Legal	$24,000
Audit Fees	$18,207
Architect	$25,000
Total	$67,207

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

D. Technology
Discussion

E. Facilities
Discussion

F. Transportation
Discussion

G. Communication
Discussion

H. Other
Discussion

XI. LEGISLATIVE REVIEW

Discussion

XII. OPPORTUNITY FOR PUBLIC COMMENT

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All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

I. Personnel

Discussion

ACTION ITEM

Motion to approve the following:

1. Accept, with regret, the letter of resignation from Tracy Barnes, Paraprofessional, effective February 28, 2024. (TES-AID-INST-03)

2. Accept, with regret, the letter of resignation from Kirsli Spinks, IT Specialist, effective April 3, 2024. (PCN0000018)

3. Monthly visitation to OTS & TES of a therapy dog with its' handler, provided by The Bright and the Beautiful Therapy Dogs, an American Kennel Club recognized therapy dog organization, as follows:
    - Bonni Polito - mixed breed dog named Alee

Motion: _____ 2nd _____
Discussion
Roll Call:

Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. EXECUTIVE SESSION

- legal matter

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____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____